

minutes

Newport SLSC Board of Management Meeting, via Teams

8/02/2023

7:30 pm

Chairman: Guyren Smith


Notetaker: Jan Proudfoot

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

Apologies: Ryf Quail, Avona Cox, Eric Crooke

Topic	Person Responsible	Role
Confirmation of January Committee Minutes Moved: Jeremy Paul Seconded: Darren Warrener	Jan Proudfoot	Director of Admin
Business arising from January minutes, including an update of Action Items Management Committee Action Items in MS Planner WWC check and child safety training <ul style="list-style-type: none">Guyren to check with SLSNSW if we can train several members as a group and then have completed marked in SurfGuard.	Everyone	
Director of Finance & Sponsorship Committee's Report <ul style="list-style-type: none">Another month with lots of Club activity. Pool to Peak swim, Club Bar, Functions and the return of Nippers. Income of \$39K. Income was lead by the Pool to Peak swim at \$14K, Club Bar at \$12K (best month this year), Function income at \$6K and clothing sales of \$3K. Total Revenue of \$39K vs \$38K last year.Expenses above last year for December at \$37K vs \$23K. Main reason being variable expenses associated with the Bar and functions with the increased activity in these areas. Also a timing difference with Power and Gas hitting Jan this year vs Dec last year.Normal expenses remain well controlled but include operational costs of the club such as Wages, Depreciation, Cleaning and R&M / Rescue supplies.Other Expenses incurred included costs for the new locks in the Bar area.At this stage last year we had received approx. \$56K of COVID grants from the govt vs \$0 this year.Profit of approx. \$2K for the month. YTD position is a profit of \$1K, we will need to remain prudent with expenses over the coming months when income will start to drop away.	Jeremy Paul	Director of Finance

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Topic	Person Responsible	Role
Beach Wheelchair <ul style="list-style-type: none">• \$500 to Newport SLSC for a replacement beach wheelchair  has been received from Councillor Rory Amon (community grant).• We need approximately \$1,000 more to cover the cost. Discussion <ul style="list-style-type: none">• Glen to discuss with a potential sponsor.• Darren to check with PharmaCare “Helping Hand” Committee.	Jess Menzies	Director of Lifesaving
Bronze Medallion Course Advertising <ul style="list-style-type: none">• Please see the Director of Administration’s report and draft A3 poster.• Should we create a paid Facebook advertisement?• Current promotions:<ul style="list-style-type: none">• Our next Bronze Medallion Course starts on Sunday, 19 February 2023 - Newport Surf Life Saving Club (newportsurfclub.com.au)• Bronze Medallion Course Facebook• The BM course will also appear in the Top 5 e-newsletter this week. Discussion <ul style="list-style-type: none">• No need to pay for Facebook advertising as we already have 25 expressions of interest.	Jan Proudfoot	Director of Administration
Bar Improvements <ul style="list-style-type: none">• Please see the Director of Admin’s November report for details• \$2,450 if we go with every recommendation made by Nick Rogers. Discussion <ul style="list-style-type: none">• Moved to April	Guyren Smith	President
Save the Date: The Annual Surfboats Trivia Night is back! Saturday, 11 March 2023 <ul style="list-style-type: none">• The boaties have requested help from the Sponsorship Committee in obtaining prizes.• John Greenhill retrieved 6 Avene gift bags from storage (left over from Twilight Nippers).• I have added leftover LJ Hooker keyrings and Blue Dinosaur bars from last year’s Annual Awards to the bags.• An email has been sent to the Sponsorship & Marketing Committee and Al Hutcherson at Beach Road Naturals. Outcome or Action Items <ul style="list-style-type: none">• Darren asked for Michael King to contact him regarding a couple of Pharmicare baskets.	Jan Proudfoot	Director of Administration

minutes

Topic	Person Responsible	Role
End-of-Season Celebration & Annual Awards <ul style="list-style-type: none">• Details to come before our meeting.• Sunday, 23 April 2023 (End of Season lunch and various presentations)• Saturday, 17 June 2023 TBC (Annual Awards) Note: we have since discovered this date is not available at RMYC. We are now hoping for 3 June. <p>Discussion</p> <ul style="list-style-type: none">• Dates to be confirmed with RMYC and Branch (ie ensure interviews are held after our event), confirm pricing.• See if Rowie will cater the end of season lunch on 23 April for around \$15 per head. <p>Outcome or Action Items</p> <ul style="list-style-type: none">• Eric: to check date with RMYC• Guyren to check with Branch after Eric has confirmed date.• Guyren to check with Rowie regarding catering.	Eric Crooke	Director of Member Services
Life Members and Board Members' function <ul style="list-style-type: none">• The life members would like to have a get-together as there are 2 life members' blazers waiting to be presented to the recipients. The thought is to have lunch at the club to include life and committee members.• Guyren to discuss dates and format with the LMs that have submitted the request. <p>Discussion</p> <ul style="list-style-type: none">• Invite them to the lunch on 23 April. <p>Outcome or Action Items</p> <ul style="list-style-type: none">• Jan: to send invitations after details confirmed.	Guyren Smith	President

minutes

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Rescue of the Month Nominations

- Eric suggested Bethany Pate. Saved 3 patients at the Peak on Sunday morning 5/2 and wasn't on patrol. She used the tube and board Patrol 4 left near the Peak. Kevin Flood on board (tbc) and Nick Rogers joined in with a rescue board.



- Eric also suggested Howard Moxham. Confused, dazed elderly woman fell over at Bardo Road crossing. Howard attended and called an ambulance. She didn't have any ID or phone with her so Howard provided First Aid and stayed until Ambulance arrived.
- Jackson Borg and Tom Carroll saved a guy at Avalon with a dislocated shoulder.

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Other Recognition of Members

Big thank you to the officials at our January carnivals and for gaining positions at State and Aussies.

- Phoebe Savage – Lifesaving Branch and State
- Bernie Howard – Manly, Freshwater, Branch Water
- Avona Cox – Branch water
- Jillian Jackson – Branch water, Freshwater
- Colin Maggs – Freshwater
- Bronwyn Walton – Freshwater
- David Kerr- Manly, Freshwater
- Dave Barbour – Manly
- Darren Warrener – KNG, super surf teams, Branch water
- Gary Cook – Manly, Freshwater, Branch Beach

NSW Officials for March

- Bernie Howard, Bronwyn Walton, Gary Cook, Darren Warrener

Aussies – March

- Darren Warrener
- IRB Driver and crew at Branch water carnival: a big thank you to Matt Edwards and his team

Without the above we don't race.

Shout out to Nick Rogers and his group of helpers who have given our members' bathrooms a very needed freshen-up. The work party recently (19-23 December) made great progress and gave the bathrooms and hall a fresh feel with coats of paint and minor repairs. Thanks to all who helped, John Greenhill, Steve Middleton, Janet Dunn, Suzie Rogers, Elaine Krek, Howard Moxham, Dave Bentley, Bob Major, Peter Rolston, Matt Edwards and Ian Gibney.

Tom Appleton: built a stainless-steel winding device to fix issues with existing tent peg screws. He has tested, and it was a success, so he will build another one.



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

Events	Dates	Lead	Team
Rainbow Beaches Celebration	18-19 February 2023		Rebecca Jacobsen Patrol Captains and Age Group Managers
	Saturday, 18 February 2023	10 2	
	Sunday, 19 February 2023	1 14	
Bronze Medallion Course	Starts 19 February 2023	Brendan Menzies	
Nipper Club Champs	19 February 2023	Ryf Quail	Age Managers
Branch Championships	28 January – 18 February 2023	Darren Warrener	
NSW Championships	17 February 2023 – 5 March 2023	Darren Warrener	
Boaties' Annual Trivia Night	11 March 2023	Hannah Grice	Michael King, Meagan Barr
Australian Championships	25 March 2023 – 2 April 2023	Darren Warrener	
Bronze assessment	15 April 2023	Brendan Menzies	
Last Patrol	25 April 2023	Jess Menzies	
End-of-Season Celebration	Sunday, 23 April 2023	Jess Menzies/ Brendan Menzies	Social Committee and Patrol Captains
Annual Awards	17 June 2023 TBC	Eric Crooke	Tracy McGuire
AGM	30 July 2023	Jan Proudfoot	

Items for the Social Media, Website and Communications Manager

- Next Bronze Medallion Course (February)
- Rainbow Weekend

Questions on Reports

Nil

General Business

Jan Proudfoot

- A reminder to chase photographs for the end-of-season video(s) and the Annual Report eg Patrol Captains, Age Managers, Surf Sports.

Guyren Smith & Jeremy Paul

- Rowie's by the Sea: trial has been extended until the end of February.
- Action item: Jeremy and Guyren to discuss an ongoing arrangement with Rowie. Agreement to be sent to the BOM for approval.

Glen Borg

Congratulations to the Lifesaving team on their Branch results.

Meeting closed: 9:31 pm





Newport Surf Life Saving Club

Surf Sports Director Report submitted by Darren Warrener

Date of Meeting: 8th Feb 2023

Items, News or Issues to report since last meeting

KNG ROUND 3&4 – were held at Maroubra Beach and it was a tough days out for the boys as we had equipment failure and just tough close racing and Lizzie Welborn had another good weekend out and now sits 2nd on the point score with 2 rounds to go.

Super surf teams results – from Maroubra beach were mixed for our competitors with Analise Kibble and Piper Harrison getting wins on the Friday in the ski and board and also Lachie Warrener and Olivia Clues teamed up to win the surf swim relay, Jake Lynch was there for the Saturday and also won the sprint and the flags.

Interstate championships – Newport were well represented in the NSW Teams and made major contributions to NSW winning the title, so well done to all of those involved.

Summer Of surf @ Manly was also held but unfortunately, we had a shark attack a dolphin and a body recovered from an incident of north head 2 days earlier, so the event was cancelled.

Freshwater carnival the next day was meant to be a wonderful event with competitors from the Manly event being able to do late entries but it turned out to be a long day for the u17's and 15's as they had to sit around and wait for the R&R to finish as this event was agreed to be moved until the R&R teams decided no and this meant that kids were sitting on the beach for hours waiting to race and in some cases, this wasn't until 4 pm and the carnival ran until 7 pm, not a good way to showcase our carnivals to interstate competitors or clubs, I think this needs to be raised at the branches presidents meeting and I am happy to forward more information from Hilary Maggs who was the team manager on the day and also our officials were there as well for up to 12 hours.

Branch water championships were held on the 28th Jan and Newport dominated the event finishing some 300 points clear of Manly in the water area and it's sad to say that if Newport didn't attend in the numbers we did then the carnival would have been completed in 2 hours, I am very proud of the way the club raced by mixing up teams and including some of the less experienced athletes in Open teams from our under 17 boys and girls to give them the experience of racing with some of the best and this made the competition a lot of fun but still sad that a major championship has just become a normal carnival.

Good luck to our beach competitors racing this weekend and the lifesaving group.

State and Aussies entries have been completed with all team managers being submitted along with Lycra orders for Aussies.

Big thank you to the officials at our January carnivals and for gaining positions at State and Aussies.

- Phoebe Savage – Lifesaving Branch and State
- Bernie Howard – Manly, Freshwater, Branch Water
- Avona Cox – Branch water
- Jillian Jackson – Branch water, freshwater
- Colin Maggs – Freshwater
- Bronwyn Walton – Freshwater
- David Kerr- Manly, Freshwater

- Dave Barbour – Manly
- DW – KNG, super surf teams, Branch water
- Gary Cook – Manly, Freshwater, Branch Beach

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IRB Driver and crew at Branch water carnival: a big thank you to Matt Edwards and his team

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

Items for General Business

Newport Surf Life Saving Club

Club Captain Report submitted by Jess Menzies

Date of Meeting: 8 February 2023

Items, News or Issues to report since last meeting

- Patrol to trial using the trailer as a fourth patrol surround and leave equipment in the trailer. There have been many issues with the unpacking and repacking of the trailer with equipment being removed and placed in the first aid room and not returned to the trailer. Equipment would still be rescue ready as it would be easily accessible from the patrol trailer.
- ATV – have not heard back from SLSNSW about the repair of our ATV.
- BSEF grant – have purchased 3 new patrol flags (apparently, when you purchase flags you only receive one, not a set of flags). One flag was replaced last weekend but we need to replace the other and have a back up set.

Items to be approved

We have been given a \$500 grant from Rory Amon to help replace our beach wheelchair. Our current chair was purchased around 2005, making it almost 20yrs old.

Beach wheelchair - <https://beachwheelsaustralia.com/product/wheeleez-all-terrain-beach-wheelchair-conversion-kits-4-wheel-versions/>

42 inch wheels + wheelchair. \$1500

Benefits of this type of chair is that there are less moving parts that are going to be broken.

Options to fund the remaining \$1000. ?sponsorship, ?Kinghorn Academy in conjunction with their support for the special needs nippers, ?club funded

Newport Surf Life Saving Club

Report submitted by Jan Proudfoot

Date of Meeting: 8/2/23

Items, News or Issues to report since the last meeting

- As per Guyren's request, our website has been updated to include an SLSA Members Area login button and the shop login button has been labelled with the word **shop** because in the past members have logged into the shop instead of the Members Area.
- Unfortunately, the sponsorship with Grab Social (Gab Sutherland) has fallen through (too many new clients to accommodate us in-kind). However, they have offered to manage our social media for \$100 per week ("At the moment I could do it for \$100/wk which is below my lowest subscription tier just so I can cover wages etc but if that's not possible, if you're happy to wait, I'll get in contact when we have scope to partner up for sponsorship style partnerships. Apologies, I'm really keen to stay involved, but just the influx of new clients is snowing me under.")
 - Note: Grab Social gave us an additional two weeks of the Kick-Start programme and they created the post regarding our DA Submission deadline free of charge. [Newport Surf Life Saving Club \(@newportsurfclub\) • Instagram photos and videos](#)
 - I'm aware we cannot afford \$100 per week for professional social media services, so I've applied for a community grant with Aussie Broadband >>> [sponsorship-guidelines.pdf \(aussiebroadband.com.au\)](#). I requested \$10,000 and if successful, would like half to pay for Grab Social's services.
 - In the meantime, I would like to work out a plan with Guyren, Jess and Melisse to manage our social media posts (to be discussed outside our Board meeting). Eg Ensure we each post once a week on a designated day. Grab Social has provided the following tips:
 - Branding, consistency and value are huge when getting people to engage and keep their attention. When you do it right, you can build a large online community.
 - Keep the community updated on news, things like weather, surf forecasts are important, etc. All things relating to Newport are great and keep posting throughout the week. If you can get active 4+ times throughout the week, that's a good number.
- Pool to Peak: On Sunday I sent the following email to John Guthrie, Chairman of Ocean Swims Committee: *I just found out the Big Swim has a "Fins n Skins" Division. This could be a great way to attract more 2 km entries. They must start at the back of the pack and I guess medals and prizes for that division would need to be discussed (but certainly not essential). Maybe DMC could sponsor that wave?* <https://thebigswim.org.au/entry-conditions/>
 - John likes the idea and will put it on the agenda for their next meeting.
- Blue paper/cardboard URM bin near the waste bins on the northern side of building (filled with rubbish, and we do not know how it came to be there): I have called URM, who referred me to Council. I lodged an online form. A phone call from a Council employee about two weeks ago referred me to URM. This person is going to follow up.

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

- Please see the attached A3 poster advertising our next Bronze Medallion course. If approved, I will organise a few to be printed.

Items for the Social Media, Website and Communications Manager

(If you still need to obtain all the details, please email text and at least 1 high-res image to communications@newportsurfclub.com.au when you can. In the meantime, list the upcoming event or news item below.)

- Rainbow weekend

Items for General Business

- Reminder re photographs

Revamp of Annual Awards

Objective

To offer our members an end-of-season celebration dinner while improving on the increased professionalism, efficiency, and level of engagement that we had with our two previous theatre-style events. Note: we have an additional two major awards to present.

Recommended solutions:

1. Hold the event at a venue that offers cabaret-style seating so all guests can view the stage.
2. Split the annual awards into two separate events to ensure the duration isn't too long. For example:
 - a. End of Season recognition to be held on the second last Sunday in April (23 April -lunch) to include presentations of Bronze Medallions, Silver Medallions and recognition of trainers and assessors. Note: see if we can incorporate the Carroll Cup, Kings Cup and maybe a surf swim beforehand.
 - Cost to attendees: \$12, including one drink token with the club to subsidise the total cost. Cost to the club is expected to be on par with previous "Nantucket Shield" events.
 - b. Annual Awards to include:
 - 100% Patrol attendance (gifts to be waiting at their place setting, names and photographs to be shown on screen, not invited to stage)
 - Top 10 Patrol Hours
 - Gold Medallion(s)
 - Framed Numbered Caps for the new Australian title holders
 - The 12 Major Awards
 - c. Efficiency goal and, therefore, engagement goal achieved by reduced speeches and calls to stage.
 - d. Suggested date: Saturday, 3 June 2023, as 17 June 2023 is unavailable.
 - e. Cost to attendees: approx. \$99 early bird; \$120 normal pricing | seating limited to 160
 - f. Cost to club: aim to break even or limited subsidy.
 - g. Venue recommendation: Royal Motor Yacht Club