

Agenda

Newport SLSC Board of Management Meeting, Robin Cale and Teams

11/03/2026

7:30 pm

Chairman: Bec Capell

Notetaker Rod Stevens

Attendees: BC, GS, ME, JP, AW, SD, DW

Apologies: JD, JM

Confirmation of February Committee Minutes

Moved:

Seconded:

Business arising from previous minutes, including an update of Action Items Everyone

All action items raised in BoM meetings can be found here:

[Action Items](#)

All Key BoM Key decisions can be found here:

[Key Decisions](#)

Topic	Person Responsible	Role
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Items, News, or Issues to report since last meeting - For February, Club Bar revenue was \$15K (compared to \$18K in Jan, and \$17K in Feb 25). A softer result, likely affected by the shorter month and weather. Now \$141K YTD, vs \$124K last YTD – a very strong comparative position. Functions were an exceptional \$19.8K (vs \$6.9K last month and \$1.7K in Feb 25), bringing the YTD to \$56.2K compared to \$38.6K last year – well ahead, and the biggest combined month in the last 4 years at least. Nippers BBQ income of \$3.1K. \$1K Nippers sponsorship from Honest Chicken. Clothing sales of \$734 (vs \$1.2K in Feb 25). Hall hire of \$990 – this reflects Yoga for January (so one month behind, and Jan quieter as the holiday period). \$43K Total revenue in the month. This compares to \$55K in Jan and \$63K in Feb 25 (the shortfall vs last year largely driven by the \$28K of Carnival Fees & Prize Money ie mostly Branch carnival, partially offset by the significantly higher function income). - Subscription income was \$2K in Feb, and YTD is \$92K. This compares to \$1.6K in Feb 25 and \$86K YTD last year – 6.9% up. Possibly new Bronze intake contributing to the increase in Feb. - Costs were \$42K vs \$50K last year – a significantly lower month on the expense side. Generally another controlled month with most expenses in line with expectations. Bar costs were \$13.1K, reflecting the strong Bar and Functions revenue. Carnival Entries for Masters were \$1.6K (Aussies and State, including Masters Boat Crew Aussies = \$705). There was a small \$54 credit on Nippers Carnival Entries (SNB Carnival refund). Pool to Peak costs of \$1.3K included promotion expenses to the Pittwater swim series (\$658) and a Can Too discount (\$650). This is close to rounding out the event for the year, and we are looking at a \$22K net profit. An exceptional result, and one we were very fortunate to have this year. R&M Building was \$1.1K (\$820 replacing taps in bathrooms, \$250 smoke alarm replacement). Cleaning General was \$1.1K (prior 2 months had included cleaning supplies as well as the cleaning service). Nippers BBQ expenses of \$2.1K. Storage of \$460 (2 months as one month behind from Dec). Event expenses of \$718 in preparation for the Bernies to be held at the club and deposit for the caterer. Subscription costs were \$56 (down on Xero subscription fees, approx \$150 timing difference). - The remainder are normal operational expenses, which remain controlled and include wages, superannuation, depreciation, bank fees, postage, committee expenses (ANZAC wreath), rescue first aid (Shark Bite first aid kit), trailer rego, oxygen, patrol expenses, and internet. - There was a small profit for the month of \$0.9K. This compares to a profit of \$12.7K last year – however the Feb 25 result included \$28K of Carnival Fees & Prize Money income with no equivalent this year. Adjusting for that, the underlying result is comparable. YTD profit is \$37K, compared to a profit of \$47K at this point last year. Based on history I am expecting to average about \$28K in income, and \$40K in expenses for the remaining	Jeremy Paul	Director of Finance
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2 months. Due to the exceptional Function and Bar month, I now expect to have a result with a small profit at the end of the financial year..

Items to be Discussed

- Sunday Bar opening Hours – Agreed to keep bar open even when quiet
- ANZAC day Bar open – Agreed that we would not support 2UP
- Bar survey – QR code to access – what do they want to see during winter? – Action JP to speak to Analise regards QR code
- Agreed to fund caps for Pool2Peak
- Harris Farm have confirmed support for P2P
- All small funding requests for P2P approved
- Need to consider staffing arrangements for EOY awards
- We may be able to receive some funding through the Local Hero award for JP as part of the Duck for Duckies work he did

People to be Thanked/Mentioned

- Nothing to report

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Items, News, or Issues to report since the last meeting • Branch has sourced funding to have one shark kit at each of the 21 beaches. Tracey has also worked with council for approval on where it is to be mounted at each surf club. We will be advised in coming weeks. Given we have sourced three ourselves thanks to the help of Rowie and Surf riders we will put one in the patrol IRB. • Academy being receptive to new Water safety Policy. • Bar keen to open up on Anzac day. I have sent an email to Analise to confirm they have staff so I can let the bowling club know. • I have started the purchasing of plates etc for the Awards night. I was able to source some on sale. Just needing cutlery. • We had our first pool to peak meeting since the swim in January. Overall, it was well received, and I feel we made some decisions as a committee. John was happy to take honorary role going forward. The chairman will be someone from the board • Shark kits have arrived and will be distributed accordingly Items to be discussed and/or approved • Chairman for P2P committee - we need to appoint someone. I am thinking we a share this between the deputy and President. ○ Cost of swim cap for P2P need to be approved by the board estimated at \$4550 from Sundays meeting - awaiting quote. That will cover 2 years ○ 2027 Estimate expenditure re Printing, pens, markers and VIP catering - \$450.00 ○ Speakers may need to be hired for \$500 from branch as ours aren't suitable (unless we look at purchasing more) • Working bee - I have had a meeting with Nick Rogers and Brendan Capell - working round when the club is available and peoples work schedules and the jobs that need to be done we are proposing the following dates. Weather permitting for some of these jobs : ○ Wednesday 8th 5- 8 pm garden ○ Thursday 9th 5- 8pm gurney and sanding of deck ○ Sunday 8.30 - staining (weather permitting) hanging of honour boards ○ Rod can you please touch base with Nick and create a sign-up link that we can put into this months newsletters to see if we can get any helpers - Done • Officials at Master - draft - Jan Proudfoot has complied proposal to help master compete. Masters team if it continues to grow is having difficulty with matching quotas for officials. In nutshell it is asking masters competitors to pay a levy to cover the cost of officials. Asking masters athletes to pay for entry as well as \$200 to cover official expenses. This is in the hope that they can generate some people helping out as officials. Currently Jan and myself are jumping in and out of official duties between events.	Bec Capell	President
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Not sure if this proposal is the answer but it is an opportunity to raise it at the board level to get feedback. ○ Draft masters competition policy regarding Technical Officials.docx • Awards Night - To save on land fill Janet and I thought the top ten patrol members get next years rego and a certificate. 100% patrol members get a voucher to the bar attached to a chocolate bar thoughts, suggest bar tab \$50 per person. This would generate visitors to the bar. Covering rego for top ten is a worthwhile gift given how much these members give to the club – Action JP to speak to Jake Rees about how to manage vouchers. • Look at better way to manage SRC presentation – SD to come up with options • Member of the month - Matt Smith - Age manager and gear steward for nippers - Making the protective barrier for the nipper BBQ. People to be Thanked/Mentioned • Guyren Smith, Rudi Valla for attending the council meeting re. funding for the CDC • Guyren Smith for attending an afternoon of community engagement with me. It was a good opportunity to touch base with her and highlight some of our present needs. She was very receptive. • Jeremy Paul, Guyren Smith, Nick Rogers and Jess Menzies for attending the P2P meeting with me. • Janet Dunn for the help with cleaning out crockery cupboards and getting a head start on what we need.		
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Items, News, or Issues to report since last meeting • Will provide a verbal update on where we are at with the building project at this stage • Police youth SRC program ongoing • Grant application lodged with Johnson Brothers • Awaiting radio pricing for grant application for volunteer grants • Looking at ways to get grant for new radios Items to be discussed • Nothing to report People to be Thanked/Mentioned • The team involved with the PYC SRC program including IRB operators that have assisted with an IRB to reduce anxiety following 2 shark alarms	Guyren Smith	Deputy President
Items, News, or Issues to report since the last meeting • Uniform order is in. Renee will get an updated stock list for uniforms. (Jess was looking for some) • IRB Engines are due in this month on back order. • New IRB has arrived.. Items to be discussed and/or approved • End of year "Patrolling Thankyou" function to be at the Club on Monday the 27th at 2:00pm. Long lunch. • Agreed that we would purchase radios, will last for 3 -5 years, no point upgrading to the new PSN network as too expensive. • Idea being keeping the costs down for "Bernies" Was thinking steak Sangas and a few drinks. Cost would be \$20 per head, • Ask: Club to subsidise \$10 food and Drink, Member to pay \$10 to confirm booking and numbers - Approved • New Patrol for 26/27 (Competitor Patrol) • Emailed out to gauge interest. People to be Thanked/Mentioned • Nick Rogers for helping set up the TV's in the Club house	Matt Edwards	Director of Lifesaving
Items, News, or Issues to report since last meeting • Nothing to report Items to be discussed and/or approved • Nothing to report People to be Thanked/Mentioned • Nothing to report	Jess Menzies	Director Of Education

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Items, News, or Issues to report since the last meeting • Last active Nippers last Sunday. Successful season all up! Items to be discussed and/or approved • Proposal for high vis caps for Nippers water training. • Reason: SLSA requirement for high-vis skull caps to be worn during training. • Issue: Kids will not like training in skull caps in any season, proposing to get them swim caps to wear, these can also be worn under their club cap during carnivals. • Approved purchase of swim caps, sell on at \$7 per cap • From: Sharkskin Australia. • Price: \$4-\$5 per unit printed. • MOQ: 50 • Outlay: \$200-\$250. • Can also be sold at the shop to the clubbies. • Sharkskin Quote People to be Thanked/Mentioned • Nothing to report	Stewart Dean	Director of Junior Activities
Items, News, or Issues to report since the last meeting • NSW State championships were held at Swansea and for the first time in 11 years we were beaten on the point score by Wanda, congratulations goes to them our results were outstanding as we had our biggest ever Gold Medal haul with 34 Gold congratulations to all those who raced and a big call out came from Wanda's club president as our team was on hand to congratulate them on the point score. • If we are going to take back the point score at State we need to develop a beach team as we lost 150+ points and we lost by 66 • AUSSIES is the next stop and we are all looking forward to it. • Good luck to all those who are racing and also the officials that are also involved. • I have advised Bec that I will be stepping down from my role at the end of the season and we have commenced the search for my replacement. Items to be discussed and/or approved • Masters Officials document that has been circulated already People to be Thanked/Mentioned • A big thank you to the officials and IRB support teams for helping run the Branch champs.	Darren Warrener	Surf Sports Director Report

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Items, News or Issues to report since last meeting • RMYC has been politely informed that we won't be needing them this year, however I've carefully left the door open for next year if this format doesn't work well this year. • We have confirmed with Chef by the Sea and hopefully by now paid the deposit to secure the catering. I will be confirming the menu with her shortly after my return early April, after which another payment will be required. • Bec has purchased some plates for use on the night. We are still needing cutlery. • Chef by the Sea has confirmed her agreement to using our people for table service, washing up, etc - so we can offer this to four people for the night. I will confirm hours required when I return. • Peter Rolston and Scott Jones have brought the BBQ discussed at the last meeting to the Surfclub. • Don Gibson was the donor of the BBQ and he's been given a nice bottle of Red as a thank you.. Items to be discussed and/or approved • I emailed you all about changing the awards this year, and letting go of the Bernies. Could this please be discussed in my absence so that we can chart a course forward for this year. Just noting that I've heard nothing further from Victoria Norman regarding the copyright, or the producing of any statuettes for this year - and based on previous years, it is beginning to get too late to do anything about getting some in time now anyway if the decision is made to continue with them (not my preference however). I liked Guyren's suggestion that something to take away is good - and Bec's suggestion of a framed certificate sounds good to me. • Agreed that awards for Beries were a waste of money look at usable awards e.g engraved drink bottles, BC to reach out Sharkskin • We are going to need an MC for the night - any ideas? I would happily ask Gemma again - she handled it well and if coached to slow down a bit would do even better, but am unsure of availability. • If there is anything that I can help with tomorrow night, I can be reached on my mobile 0434 405 882, but if that doesn't answer I have a landline here at Lord Howe - it is 02 65632442 - more than happy to take a phonecall. • Member numbers are at just about the same level as last year now (see attachment). There are a few little anomalies that are just due to the categories that members have been placed - quite a few in 'General' that is not really being used anymore. Kathy and I will look at those categories, and get people into their correct spots. People to be Thanked/Mentioned	Janet Dunn	Member Services
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- Peter Rolston and Scott Jones as per above and Pete for donating the bottle of wine. - Matthew Smith for building the wooden frame around the nippers BBQ so that the BBQ'ers don't have to face the wall anymore. https://newportsurflifesavingclub.sharepoint.com/sites/ManagementCommittee/Shared%20Documents/Apps/Microsoft%20Forms/March%20Board%20of%20Management%20Meeting/Any%20Files%20Required%20for%20ReviewDiscussion/Screenshot%202026-03-10%20at%2012.58.50%E2%80%AFpm_Janet%20Dunn.png		
Items, News, or Issues to report since the last meeting - Nothing to report Items to be discussed and/or approved - Matt, have my permissions been updated to be able to update licenses for our M365 subscription - Management of social media for P2P - Key dates for website People to be Thanked/Mentioned - Nothing to report	Rod Stevens	Director of Admin

Key Dates for the Website

Event	Date
IRB Driver Course	Postponed (Register interest)
First Aid Course TBC	3rd or 10th Feb
Rainbow Beaches	14th Feb
Bronze Course	15th Feb
Red & Yellow Day	4th Mar
ART Course	8 th Mar
Last Nippers (Twilight)	14th Mar
Bronze Assessment	12th Apr
End of Season get together	26 th April
Bernies	23 rd May