

Minutes of Committee Meeting held Monday 27<sup>th</sup> July 2009

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Present

Glen Clarke (Chair)	Colin Innes (CI)	Geoff James (GJ)	Ken Ryan
Karon Lekeu (KL)	Tania Rouse (TR)	Jim King (JK)	John McNamee (JMc)
Lyndall Sank	Paul Jennings	Paul Smith	Rob Johnson
Susie Peterson			
Apologies:	Mick Feiner	Phil Sweeney	

Meeting opened at 19.01 hours.

Matters arising from previous minutes:

Matter	Update

Minutes of previous meeting 15<sup>th</sup> June 2009 accepted as true record.

**Moved by** Geoff James **Seconded by** John Mcnamee and carried

**Agenda items**

Person	Item	Action
GC	<p>Agenda items held over while President Glen Clarke welcomes the new office bearers to the club. Advised role descriptions were outlined in the by-laws of the constitution which were available on the club website.</p> <p>New Office bearers were introduced:</p> <p>Paul Smith advised he would prepare a maintenance schedule of works around the club – works in ladies toilets to be held over until decision made about when 2<sup>nd</sup> stage of renovations to be undertaken. Damage to roof and cornice to be directed to RCC as this is probably a result of leaking box gutter – GC to f/up with RCC.</p> <p>Ken Ryan to continue to support the new Treasurer during hand-over period and agreed to continue his role on the Building Committee.</p> <p>Paul Jennings requested whether a budget had been allocated to recruitment. He will look into developing ideas to recruit new members and encourage existing members to take on additional roles in the club, particularly education and training.</p> <p>Lyndall Sank to liaise with Colin Innes in regard to requirements of 1st Aid Officers role and what needs to be done to prepare for the beginning of the patrol season.</p> <p>Rob Johnson volunteered to help out with the role of Gear Steward.</p> <p>KL advised an email had been received from Phil Sweeney confirming he was also happy to help out in the role.</p>	<p>PS</p> <p>GC</p> <p>CI</p> <p>KL</p>

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	Colin Innes to develop a roster of office bearers to open the office for receipt of membership payments. KL to provide a list of contacts. Renewal forms to be mailed out to members with covering letter requesting members check their contact details and provide email addresses; Annual Reports, Apparel Order Form, and Credit Card Payment Slip. KL to liaise with Karen Beale to organise mail out.	
KR/KL	Request for club to purchase a competition board for Bernadette Chisholm was approved. JMc to f/up with Bernie to organise a quote which can be tabled – agreed this could be presented to the Exec Committee for final approval in order to speed up the process	JMc
KL	Planning meeting to be held Monday 3 <sup>rd</sup> Aug at 6pm – food to be provided. KL to email out last years' planning reports and documentation for review – reports and agenda items to be provided by Friday 31 <sup>st</sup> Aug	KL
GJ	Raised the issue of needed to acknowledge the work of the Honorary solicitor Peter Court who has done a lot of work for the club pro bono. Suggested he be invited to club functions in recognition of his contributions. Suggested Honorary Medical Officer, Solicitor, and Auditor be included in Office Bearers list – need to ensure consent is received from them to continue in these roles prior to next AGM – KL to add to checklist for AGM	KL
KL	Kl to update Constitution and By-laws in accordance with resolution passed at the 103 <sup>rd</sup> AGM in relation to Veteran membership. Kl to also check with Al Weir that data on office hard drive is regularly backed up and where back-up is kept.	KL

**President's Report GC**

President's No report tabled

Item	Action	Date
Bldg plans resubmitted to RCC – expect final approval shortly. Core drilling to commence to in next couple of weeks. Fund raising event organised by Joe Thomas for Kids Hospital moved to Sun 30 <sup>th</sup> Aug 1-5pm – to be held on grassed area behind the club – expecting up to 400 people		

**Treasurer's Report CI**

No report tabled

Item	Action	Date

Minutes of Committee Meeting held Monday 27<sup>th</sup> July 2009**Secretary's Report KL**

Secretary's report tabled

Item	Action	Date
New membership Applications: Deb Evans – Active – Transfer from Coogee – approved in principal - requires transfer documents from Coogee Victoria Dumbrell – Assoc – perpetual paid - approved Grant Hamilton – Assoc – approved in principal - needs ID and Payment Jennifer Eliades – Assoc – approved David Cunningham – Active - approved Catherine Bellenger – Long Service / Transfer – needs additional documentation – to be re-submitted	KL	
Correspondence – letter from Ian Eccles dated 26 <sup>th</sup> July 09 - to be addressed in General Business		

**Captains Report**

No Report tabled

Item	Action	Date

**Chief Instructors Report TR**

No Report tabled

Item	Action	Date

**Vice President's Report GJ**

Report tabled

Item	Action	Date

**Vice President's Report JK**

Report tabled

Item	Action	Date

**Director Competition Committee JMc**

No Report tabled

Item	Action	Date

**Building Committee KR / MP**

No report tabled at this time

Item	Action	Date

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**Social Secretaries Report RB**

No Report tabled at this time

Item	Action	Date

All reports accepted

Moved: Geoff James Seconded: John McNamee and carried

## General Business:

- (i) A letter received from Ian Eccles dated 26<sup>th</sup> July 09 was tabled. The letter raised the issue of a club member doing water safety for nippers in lieu of rostered patrols during season 08-09 and being accredited with a years' active service although not having fulfilled their rostered patrols obligations. The letter also raised the issue of why members who had breached their patrol obligations last season had not yet been sent a letter as stated by the committee and had not been called up to the judiciary. In relation to the issue of water safety for nippers being in lieu of rostered patrols, several committee members felt this was not a fair method as many members may wish to take this option up instead of doing rostered patrols and this could become a problematic issue in the future. The Committee agreed to direct the matter of how nippers water safety duties are to be handled in relation to rostered patrols this season to the Club Captain and Life Saving Committee to respond back to the committee with a proposal. In relation to the issue of patrol breaches last season, it was agreed that this issue was addressed adequately at the AGM and no further discussion was required at this time. KL to draft a letter of response in this regard to Mr. Eccles.
- (ii) CI raised the issue of purchasing a computer assisted Laederal manikin for CPR training – CI to provide more detailed information to the committee & education committee to consider
- (iii) CI raised the issue of the need to clarify how Gordon's Bay will be patrolled in the upcoming season – this issue is to be directed to the Club Captain and Life Saving Committee for consideration.

Meeting closed 18.24hrs

Next meeting 17<sup>th</sup> August 2009