**Committee Meeting**

**Warrington Surf Life Saving Club**

**Wednesday 7th January at 7.00pm**

# **PRESENT**

Mark Hastie, Naomi Ingram, Bede Wright, Tricia McNaughton, Debbie Hayde, Lynette Harris, Philip Clayton, Peter Ibbotson, Pru Casey.

# **APOLOGIES/cc:** Frances Baeumer, Ivan Mason, Rebecca McNaughton, Rhys Owen, Karyn Becconsall

**MINUTES OF PREVIOUS MEETING**

Motion: That the minutes of the last meeting be accepted as a true and accurate. Carried by (Mark/Lynette)

**CORRESPONDENCE**

No correspondence

**ACTION POINTS CARRIED FORWARD FROM PAST MEETINGS**

|  |  |  |
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| FUTURE ACTIONS | PERSON/S RESPONSIBLE | DUE DATE |
| * Draft strategic plan for the Club * Season’s budget and operating costs (in future, perhaps broken into sections with each coordinator presenting their projected expenses for the year) * Season fundraising plan so we know how much we can anticipate needing to fundraise each year and how much we can cover using Surf Life Saving funding and membership. | Charlotte & committee | ASAP |
| **AED & Oxygen**Train patrols on AED and Oxygen use during patrols. | Karyn | ASAP |
| Pru to talk to Bernie about putting together a website for the surfclub *Bernie will set this up once the Christmas period is over. This website will be simple but provide links so the content remains fresh. Pru to work with Bernie initially and bring trial back to committee for feedback, prior to it going live.*  *Need sections for:*   * *About the club* * *Becoming a member* * *Contacts* * *Committee members* * *Constitution, POM, AGM minutes, policies and procedures* * *History* * *Life members* * *Link to Main Facebook Page for up to date information* | Pru | Update in January |
| Action: Rebecca to follow up with Oshin to query about using Club Health funding for Drivers’ and other courses.  *No longer relevant.* |  | Ongoing |
| When relevant (Mark to signal), invoice Sports Committee for $600 for in-house coaching.  *Pending* |  | Update next meeting. |
| Photos and Memorabilia (possibly including trophy cabinet).  *Need to get photos from National medal winners and service awards to put up on the wall. Mark to contact Charlotte, Isabella, etc. to provide.* | Mark | Ongoing |
| Junior boards: Rhys to get some prices/quotes so we can think about what we can afford (and see how it fits within our strategic budget to see if we can afford it or if we need fundraising).  Rhys to refresh quotes and work with Debbie to write a covering letter. Grant is due 15 December.  *- 3x sonic mini foamie boards will arrive in 2 weeks. I've arranged I'll pick up from toll depot when they arrive. There has been a bit of delay at their end.* | Rhys/Debbie | 15 December |
| AED beeping. Karyn to follow up.  *Done.* | Karyn to follow up. | asap |
| December update from committee  *Will be done from now on*. | Tricia |  |
| A lifeguard was driving on patrol apparently without a learners’ licence. Also, other lifeguards were not wearing seatbelts (or fastening seatbelts behind them). Furthermore, a group of lifeguards were reported by a member of the public to be driving dangerously (fast and up on two wheels).  They will receive a formal warning for this and their patrol captain informed.  General caution on Lifeguard page  *Done* | Charlotte |  |
| Sorting out the oven and fridge.  Ibbi to do the oven.  Mark to do the fridge.  *Done* |  |  |

# **LIFE GUARDING REPORT**

Lifeguards still need to complete refreshers, especially the online section. Everyone needs to be on before Otago champs entries.

Action: Charlotte to address how many people haven’t done it and put message and link on the lifeguard page. Patrol captains and coaches to chase up their patrols and crews.

IRB teams need impetus to get going on their training. Once they are almost ready, Gibbo will come out and do pre-exams and exams. They need to do 10 hours before next Wednesday and manual must be done.

Jane Schofield wanting an IRB and lifeguards for raft race at Karitane on 1 February. Paul Gager et al keen to do this and boat can be available. Query: It is unclear about the nature of the event, as of writing these minute. Person to liaise with them depends whether this is a community event (Charlotte) or a fundraising event (Karyn).

# **SPORT REPORT**

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|  | Discussion | Action |
| Junior Sport | Rhys has made some board repairs while we wait for new boards and has requested $45 for reimbursement.  We have been given two wetsuits to be given to a family who needs them. | Frances has reimbursed. |
| IRB | Charlotte set up Tuesday and Thursday at 5.30pm. This will be group training. If other teams want to have a private session to contact Charlotte.  Costing for nationals and South Island is between $8000-$9000 (including entry fees for South Island, Nationals, and Nationals food, fuel, freight and accommodation). We need to consider how to get funding for this.  Discussion around the need for corporate sponsorship.  Accommodation is booked for Friday, Saturday and Sunday nights. If people want to go for the Thursday night, they need to sort that themselves.  Proposal: Fundraising for the stadium are for Sport (IRB & Canoe). Accepted by majority. Decision Long haul IRB race. We’ll support this event with fuel if the competitors pay for their entry fee. | Action: Set up a subcommittee to develop a sponsorship system and write up a one-page proposal to send to people. (Phil, Charlotte, Mark, Debbie). Phil to begin this task.  To: Charlotte to find club summary or overview to send to Phil. |
| Canoe | The canoe commissioning went very well. We have spent any canoe funding on the new vessel. We need to consider how to get the funding needed for getting to Nationals in Gisborne (Ferry, Accommodation, Food). Some cost may need to be met by families (e.g., entry fees), although it needs to be noted that flights are already over $600 per person, and most families are also going to the IRB Nationals.  Accommodation has been organised. | Action for Mark: Need to establish costs.  Query for Frances/Charlotte: It is unclear what, if any money can be used for this. Can we ‘borrow’ money from the club for some of these costs and pay the club back by doing wood after the event? Or is there some money the canoe team can use. |

**CONSTITUTION, POLICIES AND ROLE DESCRIPTIONS**

**FINANCIAL**

Cheque: $6464.59

Bonus Saver: $8035.57

Term Investment: $11,197.36

$905 still outstanding invoices. Reminders about to be sent out by Frances.

Frances has already set up payment for $45 for Rhys.

$100 from the people that had the wedding to be deposited.

To do: Charlotte to go through the financial summary to look at the operating budget (as per first item of the ‘to do’ list.

Suggestion: Everyone put in their budget and this became annual plan. For monthly meetings, the requests need to be part of that annual plan.

# **FUNDRAISING**

Working for the upcoming concerts for fundraising (Elton John & Queen) – this is a great opportunity to help our club fundraise for helping out at Elton and Queen. We will find 20 people to work for these concerts and the club will get $18 per hour. Remind people in the update.

Tuesday 4th February (Elton John)

Monday 10th February (Queen)

Workers need to be 16 years old.

Hours of work 3pm-11pm

Karyn, Charlotte and Debbie to work together to make this happen.

Future fundraising idea: A query from a non-member who want a BBQ and someone to run it? Fine in principal but depends on further details and dates etc.

# **FUNDING APPLICATIONS**

Trailer and motor trolley applications have been deferred to the next round at this stage. At this stage there are still no quotes for the trailer from Fox Eng or from Whangamata.

Motion (from Pru)

That Warrington Surf Lifesaving Club applies for $5,000 to CERT to help fund the freight of IRB gear to Ruakaka return, to help pay for accommodation and van hire for the Warrington Surf Lifesaving IRB team to compete at the BP Surf Rescue National event at Ruakaka 3rd - 5th April 2020.

Accepted by Committee 22 January, 2020 (Addendum to the minutes)

# **HEALTH & SAFETY**

# **BUILDING PROJECT**

The committee discussed the current plans Wayne Fasa'aga has drawn to date.

*From Pru to Wayne: priorities have settled back down to simply a need for storage. This would be provided by replacement of the SkyLine Garage with a sturdier item, plus two further garages beside the SkyLine along the "Street frontage" in line with the current skyline (so three double garages in a row with separate opening doors onto the "street") and a deck, that extends out from the current building approx 8m to provide storage beneath it but that still leaves the girls changing room door opening on the outdoors. Would you be prepared to modify these drawings such that I can get consent, an engineer’s report to put a concrete pad onto the sand and get funding underway?*

Wayne replied to say the plans had thus far been compromised because of working around the A-frame and the existing skyline, and suggested - if the sole intention of the building project was to create more storage, we should have a fresh start with both of these structures being knocked down.

The committee discussed the A-frame, which is coming to the end of its life, yet is an iconic Warrington building and is a sentimental history of the club.

**Proposal:**

Continue, at a conceptual level, with the proposed building project (Stage 2: Deck, storage under deck, Garaging with 3-exits, landscaping and access points) but ensure it fits in with Stage 3 (which would include replacing and/or re-designing the A-frame).

Note 1: Stage 1 was the original building of the clubroom and kitchen. The purpose of that was to ensure the lifeguards were operating in a separate space from the wider club-members.

Note 2: Pru noted that many clubrooms around NZ had difficulties with storage and building to get more storage was important for future-proofing the club.

Note 3: The A-frame shape could perhaps be incorporated into any future design as a historical reference.

# **GENERAL BUSINESS**

**Lesley Eason**

WSLSC acknowledged the passing of Lesley with a card and rata tree. The funeral was well attended, and included many members. Naomi to put in the update.

**Alcohol at the club**

There was no negative impact of alcohol use at the canoe commissioning.

**JANUARY UPDATE TO MEMBERS (to be emailed to club and life members)**

Happy new year to all club members. This is a regular update that is sent to all members after committee meetings to share information.

We ended 2019 with a well-attended and successful club get-together. The main event was the commissioning of the new canoe, which has been named Gambler No. 2  and is inscribed "in memory of R.C. Carlyle”. Rowan, who died in May, 2007 had a long association with the club and it was wonderful to have his mother Lyne christen the canoe.

The club would like to acknowledge the passing of Lesley Eason, who passed away on New Year’s Day. Her funeral was well attended by club members and the club gave her family a rata tree and card.

We have the amazing opportunity to kick off our 2020 fundraising efforts with some volunteering at the Elton John & Queen concerts at Forsyth Barr. Volunteers must be 16 yrs and over and be prepared for a busy night on their feet in food and beverages. Hours are 3pm - concert end ( usually by 11pm), plus a 1 hour training on the 1st or 2nd Feb (ideal if the majority of volunteers can attend this). WSLSC is paid $18 per hour per person. We've signed up for 20 spaces each night and we still need a few more to meet our promise. Please email [debbiehayde@xtra.co.nz](mailto:debbiehayde@xtra.co.nz) if you’re keen to help. Please note, some people have replied to the Facebook post, but please email Debbie directly to confirm your place.

We have tightened up on the use of the clubrooms for non-members, although there is still some availability of the

clubrooms for schools and community groups on a case-by-base basis. As a member, you can book the

clubrooms for an event by contacting Tricia by email on warringtonslsc@xtra.co.nz for the booking information

and conditions.

A reminder that Sunday mornings are now known as Club Days for us to get together as a group. If you are a lifeguard, please try to get down to support the coaches working with the large number of nippers, and/or organise your

training for Senior Sport that day.

So you can keep up with the dates of the season, download the app TEAMUP. It will open either in a web browser or the TeamUp app: [https://teamup.com/ksgpocqzok9ddo63rm](https://apc01.safelinks.protection.outlook.com/?url=https%3A%2F%2Fteamup.com%2Fksgpocqzok9ddo63rm&data=02%7C01%7Cnaomi.ingram%40otago.ac.nz%7Cfe51e4523e474b707ada08d76cc7910c%7C0225efc578fe4928b1579ef24809e9ba%7C1%7C0%7C637097476743463442&sdata=q34VjWdvtBQ1hvzrHO1PhV4QPW3UCcvlZl3QyggJML8%3D&reserved=0)

**ACTION POINTS CARRIED FORWARD TO LATER MEETINGS**

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| --- | --- | --- | --- |
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| Bernie has kindly agreed to set up a website once the Christmas period is over. This website will be simple but provide links so the content remains fresh and little maintenance is needed. Pru to work with Bernie initially and bring trial back to committee for feedback, prior to it going live.  Need sections for:   * About the club * Becoming a member * Contacts * Committee members * Constitution, POM, AGM minutes, policies and procedures * History * Life members * Link to Main Facebook Page for up to date information | Pru/Bernie |  | Ongoing |
| When relevant (Mark to signal), invoice Sports Committee for $600 for in-house coaching. |  |  | Update when appropriate. |
| Photos and Memorabilia (possibly including trophy cabinet).  Get photos from National medal winners and service awards to put up on the wall. Mark to contact Charlotte, Isabella, etc. to provide. | Mark |  | Ongoing |
| January update from committee | Tricia | Email members |  |

# **MEETING CLOSED: 9.05pm**

# **NEXT MEETING**

Wednesday, February 5thth at 7pm.