**Committee Meeting**

**Warrington Surf Life Saving Club**

**Wednesday 14th July at 7.00pm**

**PRESENT**

Charlotte Becconsall-Ryan, Mark Hastie, Naomi Ingram, Tricia McNaughton, Philip Clayton, Karyn Becconsall, Rebecca McNaughton, Rhys Owen

# **APOLOGIES/cc**

Felix Cook, Debbie Hayde, Sarah McNaughton

**MINUTES OF PREVIOUS MEETING**

**Motion:** That the minutes of the last meeting be accepted as a true and accurate.

Carried by (Tricia/Charlotte)

**CORRESPONDENCE**

Dune restoration project went ahead and went well.

# **LIFE GUARDING REPORT**

# **SPORT REPORT**

**Junior Sport**

Swimming Otago comp coming up. Felix has confirmed this will run. It will be running Sunday after next.

**Senior Sport**

Trailer quote has been received from Gerard. We are intending to use the trust money. At this stage, we are still waiting on the trust being wound up and waiting to hear from Club Funding… so we need to wait until the money comes through before Gerard starts.

**AGM, CONSTITUTION, POLICIES, PROCEDURES AND ROLE DESCRIPTIONS**

See below

**REPORT FROM SURF LIFE SAVING OTAGO (Felix)**

**FINANCIAL**

|  |  |
| --- | --- |
|  | $ |
| Cheque Account | 24210.62 |
| Bonus Saver | 8041.58 |
| Term Investment | 11578.28 |

# We bought the new iPad with all the safety features. Fantastic.

# **CLUB FUNDING**

We haven’t received any funding from Surf Lifesaving – still waiting (about $30,000).

**GRANT APPLICATIONS**

Proposed Motion: To apply for funding of $3200 for canoe paddles.

(Phil/Mark)

Predator Free - Karyn has made an application

# **FUNDRAISING**

$1900 was raised from the Palmerston Quiz night.

**OPERATIONS COMMITTEE MEETING**

**HEALTH & SAFETY**

The fuel storage container is on its way.

**BUILDING COMMITTEE**

(see attached for report)

Motion: To pay Wayne $500 for the initial set of concepts (Charlotte/Tricia)

* Building Committee: The committee will remain at Charlotte, Mark and Wayne for now at the conceptual stage. Debbie keen to be involved at some stage.
* Thank you to the initial members of that building committee.
* Veros have visited and produced a building report to send to Surf Lifesaving. Read report if you had any changes for the draft report. .

# **GENERAL BUSINESS**

Adventure race debrief – see attachment

The naked swimmers. After discussion at the meeting we feel this was not appropriate for Warrington Surf Lifesaving Club. There were 12 people involved. Three went up to their knees and then ran back out again. The others went up to the thighs and then went out again. They were also drinking prior to swimming. We got $35 for this event. They don’t need lifeguards but they are welcome to use the showers.

# **Election of officers (executive committee)**

|  |  |  |  |
| --- | --- | --- | --- |
| Position | Nominee | Nominated by | Seconded by |
| Club Chair |  |  |  |
| Treasurer |  |  |  |
| Administrator |  |  |  |
| Club Captain |  |  |  |

# **Election of further committee members**

|  |  |  |  |
| --- | --- | --- | --- |
| Position | Nominee | Nominated by | Seconded by |
| Committee Member |  |  |  |
| Committee Member |  |  |  |
| Committee Member |  |  |  |

# **Other roles for the 2020/2021 Season (make this into a google form)**

|  |  |
| --- | --- |
|  | **People who have indicated interest** **(to be confirmed at the next Club Meeting by the committee)** |
| Life-Saving Coordinator |  |
| Junior Sport Coordinator |  |
| Senior Sport Coordinator |  |
| IRB |  |
| Canoe |  |
| Power Craft |  |
| Property Officer |  |
| Fundraising Coordinator (+ group of keen people to support, e.g. junior/senior/grants/sausages) |  |
| Funding & Grant applications |  |
| Communications (information handbook, communications including social media, Blueskin news and other forms of media, website development and maintenance) |  |
| Health & Safety |  |
| Warrington rep on the Otago Surf Trust |  |
| Uniforms |  |
| Gear Steward |  |

**ACTION POINTS CARRIED FORWARD FROM EARLIER MEETINGS**

|  |  |  |
| --- | --- | --- |
| FUTURE ACTIONS | PERSON/S RESPONSIBLE | WHEN |
| Rebecca to get the financial report (review) ready for AGM | Rebecca | *Prior to AGM* |
| Waikouaiti request. They haven’t heard back from Surf Otago and want to apply for funding in August. *Felix has passed this on to his replacement for action.*  | Felix |  |
| Our item of constitutional change – Charlotte to bring it up at the Chair’s committee to canvas other Otago clubs.  | Charlotte | Next Chair’s committee |
| Naomi and one other person to review the constitution prior to the next AGM | *Naomi + one* | AGM 2022 |
| Connect wifi at the club. | Charlotte/Rebecca | Before next season |
| **Learning from previous season**We need to do a debrief on the rescues during the refreshers the next year to ensure we are rescue-ready.Prior to refresher – have a catch up about learning from previous season around rescue and patrol strategies to feed into the refresher course (e.g. scenarios in trainings).Also need to look at the make-up of the patrols. | Surf Lifesaving Coordinator | Before next season |
| **Police Vetting** – We need to supply names of managers to SLSNZ and they will organise this free service. (after AGM!) | Charlotte/Tricia | Before next season |
| Further discussion about the role of the rookie coordinator  | Sarah | Before next season |
| Update club information handbook with nipper information (one booklet for all) and re-distribute to members.  | Debbie | Before next season |
| Charlotte to continue with incentive programme (see notes in May meeting) | Charlotte | Before next season |
| Charlotte to construct a google form for the roles and send it around. | Charlotte | asap |
| Concerns and complaints policy to review next time  | Naomi | Next meeting |
| Advertise ‘become a lifeguard’ | Tricia/Debbie | asap |

# **MEETING CLOSED: 8.42 pm**

# **NEXT MEETING: August 18th and then 22nd September and 6th (or 13th) October**

**Date for the AGM. Sunday, 29th August, 3pm.**

**Notice of AGM:** The Club must give at least thirty (30) Days notice in writing to all Committee Members, and Members of the AGM. The notice shall set out:

the date, time and venue for the AGM; and

the closing date(s) for nominations for any elections, proposed motions and other items of business to be submitted to the Club.

**Notice of AGM Business:** Not less than fourteen (14) Days before the date set for the AGM, any nominations for any elections, proposed motions, and other items of business must be received in writing by the Club from Members.

**Agenda:** An agenda containing the business to be discussed at an AGM (as set out in Rule 15.5) shall be sent to all Members no later than seven (7) Days before the date of the General Meeting. Any additional items of general business may be raised from the floor

NB: We need a policy change around police vetting and an overnight stay as well as an update of the complaints procedure. We can do this as a committee and it doesn’t need to go to the AGM. However, we have one item for constitutional change at the AGM and need to give notice of this to members at least 7 days prior.

Current:

* 1. Termination: At a General Meeting of the Club the Members may terminate membership of any Member if the Club Committee or the Club Judicial Committee makes a recommendation to do so provided that a motion to that effect is notified in accordance with this Constitution. The motion for termination of membership must be adopted by a Special Resolution and shall not be voted on until the Member concerned has been given an opportunity to be heard at the General Meeting.
	2. Discipline: If the Club Committee considers that any Member has or may have:
		1. breached, failed, refused, or neglected to comply with a provision of this Constitution, the SLSNZ Constitution, the Regulations, or any other resolution or determination of the Club Committee, or under any rules of (or in connection with) an Event; or
		2. acted in a manner unbecoming of a Member or prejudicial to the objects or the interests of the Club, SLSNZ and/or Surf Life Saving; or
		3. brought the Club, SLSNZ, or any other Member or Surf Life Saving into disrepute;
	3. the Club Committee may:
1. refer the matter to a Club Judicial Committee (consisting of three (3) persons with experience in disciplinary matters, at least one (1) of whom shall be a member of the Club Committee) for investigation or determination in accordance with the principles of natural justice and any applicable rules relating to the Club Judicial Committee’s procedure (unless a Regulation specifies otherwise). The Club Judicial Committee may impose any sanction on the Member as it sees fit other than termination of membership which must be done in accordance with Rule 10.4 (Termination);
2. make its own enquiries (including appointing a person independent of the Club Committee to undertake such enquiries and provide a recommendation to the Club Committee), and impose any sanction that it has authority to impose on the Member under this Constitution, other than termination of membership which must be done in accordance with Rule 10.4 (Termination), provided it has complied with the principles of natural justice.
	1. **Suspension:** If the Club Committee considers a Member has or may have engaged in one or more of the circumstances in Rules 11.1a to 11.1c, and it believes it is in the best interests of the Club to do so, it may suspend the Member pending determination of the disciplinary matter in accordance with this Rule 10. Before invoking any such suspension, the Member shall be given notice of the proposed suspension and the right to be heard.

**Proposed:**

* 1. Termination: The Club Committee may vote to terminate membership of any Member. The motion for termination of membership must not be voted on until the Member concerned has been given an opportunity to be heard.
	2. Discipline: If the Club Committee considers that any Member has or may have:
		1. breached, failed, refused, or neglected to comply with a provision of this Constitution, the SLSNZ Constitution, the Regulations, or any other resolution or determination of the Club Committee, or under any rules of (or in connection with) an Event; or
		2. acted in a manner unbecoming of a Member or prejudicial to the objects or the interests of the Club, SLSNZ and/or Surf Life Saving; or
		3. brought the Club, SLSNZ, or any other Member or Surf Life Saving into disrepute;
	3. the Club Committee may:
1. refer the matter to a Club Judicial Committee (consisting of three (3) persons with experience in disciplinary matters, at least one (1) of whom shall be a member of the Club Committee) for investigation or determination in accordance with the principles of natural justice and any applicable rules relating to the Club Judicial Committee’s procedure (unless a Regulation specifies otherwise). Based on the recommendations of The Club Judicial Committee, the Club Committee may impose any sanction on the Member as it sees fit);
2. make its own enquiries (including appointing a person independent of the Club Committee to undertake such enquiries and provide a recommendation to the Club Committee), and impose any sanction that it has authority to impose on the Member under this Constitution, provided it has complied with the principles of natural justice.
	1. **Suspension:** If the Club Committee considers a Member has or may have engaged in one or more of the circumstances in Rules 11.1a to 11.1c, and it believes it is in the best interests of the Club to do so, it may suspend the Member in accordance with this Rule 10. Before invoking any such suspension, the Member shall be given notice of the proposed suspension and the right to be heard.