**Committee Meeting**

**Warrington Surf Life Saving Club**

**Wednesday 2nd December at 7.00pm**

**PRESENT**

Peter Ibbotson, Mark Hastie, Naomi Ingram, Tricia McNaughton, Rebecca McNaughton, Sarah McNaughton, Rhys Owen, Karyn Becconsall, Charlotte Becconsall-Ryan

# **APOLOGIES**

Felix Cook, Pru Casey

Cc: Lynette Harris, Debbie Hayde

**MINUTES OF PREVIOUS MEETING**

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

Carried by (Tricia/Mark)

**CORRESPONDENCE**

# Thank you from Patrick Manning for the Adventure Race support was received and our professionalism and enthusiasm was noted.

# **LIFE GUARDING REPORT**

*Warrington Surf Club Engagement days – Friday the 10th and 17th.*

We need to drum up support for these days. This is already in Blueskin News.

Suggestion: We could put a sign up around the club e.g. sandwich board at the start of the track to sign up.

Suggestion: Put it in school notices.

*Other notes:*

* Two lifeguards doing lifeguard award tonight – Briar Gager and Rachel Ozanne. We are pleased to note both made their swim time.
* Sarah will be running a Patrol Captains’ meeting in the next week or two.
* Club Health: Isaac is coming on the 12th December Crew and IRB work, 20th December, Stokes Basket and Spinal Work (patrol hours) , 15th January (9-3pm) for Board Rescue in the morning and the IRB in afternoon. People needing more support prior to this Board Rescue work could come along to Mark’s patrol. Debbie to put on Facebook – Mark H. has details.
* Rebecca and Sarah to get their rock rescue modules (they are doing it on 7th and 8th December) and then they will teach it to the club

# **SPORT REPORT**

|  |  |  |  |
| --- | --- | --- | --- |
|  | | **Discussion** | **Action** |
| Junior Sport | | * On Sunday there is a Brighton competition being held at Warrington. We don’t need to worry about food etc. * We are short on lifeguards on Sundays. This was exacerbated by the event at the weekend but also because we have another issue with families bringing toddlers along and getting them to join in with the under 8 years old. Rhys will reiterate that if your child is under 6 years old, parents will need to be in the water. * Not many kids are progressing towards 200m badges. We need kids to have their 200m badge to do a lot of the competition events. We are providing the Moana Gow swimming once per week, but this is not translating into badges. * We should see if we could use the sports funding towards more swimming lessons, e.g. pay Jane – at the moment she does it for free. Charlotte to investigate funding and consult with Felix/Pru. * Suggestion: Make it a feature of the start of the nippers that those who have gained their 200m badge are celebrated. * The key for Moana Gow pool continues to be missing. * Function on Saturday – Rhys to hand out the prizes for the nippers, and Club Chair to give out awards for the others, with the exception of the lifeguards award (by Rebecca). * Pru has ordered the red vests with Foodstuffs logo for in-water-parent-helpers - won’t be here until early next year. $1000 funding rec’d from Foodstuff. Rebecca to send Teamline invoice directly to Foodstuffs. There is no extra cost for screen printing from TeamLine |  |
| Senior Sport | IRB | Met two weeks ago as an intro for the season. 3 definite crews for the season (Belle & Jordyne/Tarryn & Kayle/Connor & Angus) and one further possibility (Abby and Maggie). We have 5 patients (twins, Sophie, Eli, and one other) and therefore sufficient for the season. Went through the new rules and discussed requirements for setting up the arena for training.  Query: How do we ensure the non-competing IRB drivers of the club aware of the new IRB safety requirements. Sarah will bring this up at the PC meeting so the PCs have awareness. Also, this can go up on the website, when it is functioning.  Entries on the long-haul are due by December 5th.  Karyn has booked and paid the deposit for accommodation for Ruakaka. Phil to firm up who is going to nationals. |  |
| Canoe | We had a good event at Kaka Point. There were 12 canoe events and we won all of them. The entries worked well.  We have booked accommodation for South Islands and Nationals. We will do our own cooking at Nationals.  The Southern Regionals will be on Saturday and Sunday. Saturday will be Canoe, Sunday may be more canoes. We have enough gear at this stage. |  |

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

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

**FINANCIAL**

|  |  |
| --- | --- |
|  | $ |
| Cheque Account | 23602.72 |
| Bonus Saver | 8039.25 |
| Term Investment | 11503.71 |

Motion to pay Mark $205.54 for expenses. Accepted.

*Motion:*

1. To change signatories on the bank account to remove Mark Familton and to add Charlotte Becconsall-Ryan, Mark Hastie, Rebecca McNaughton.
2. To add Rebecca McNaughton as a new administrator to business online.

Motion accepted by Karyn Becconsall and seconded by Naomi Ingram.

# **FUNDING**

*Fundraising (Pru)*

Adventure race quote: Nathan has emailed us what he quoted for Patrick. We will invoice the Adventure Race $2268.38 but will note for Patrick Manning that we did many more hours than he was quoted for.

We need to do a debrief on the adventure race and report back to Nathan.

# **HEALTH & SAFETY *(Sarah)***

* Sarah is going to write up a form to write up injuries to lifeguards rather than to write up injuries to beach goers.
* Administrators need to get the operational risk assessment app from SLSNZ so that senior members (instructors, coaches, patrol captains etc.) can access.
* Karyn to give AED training to each patrol at the beginning of the season.
* Smoke alarms need to be checked and batteries need to be replaced (by Ibbi).

# **GENERAL BUSINESS**

**Social Events**

***December 5th:***

The first social event will be held on Saturday, December 5th, starting at 6pm. Pot luck tea, BYO, Purpose is two-fold. 1. Social Event, 2. Giving out of prizes from last year.

***40th Anniversary:***

April 17th, 2021

After the season. Invite people. More of an adult event. Have an evening where people are invited by invitation in the mail.

***Other notes:***

* Sausage roster going well
* Funding for building will be notified 24 Dec, Pru will email committee on receipt of email either way
* 26 Dec patrol- Arctic Monkeys-  I will have our hot tub on the beach if anyone wants to join our patrol!!
* Have advertised 2x recruitment surf days Thursday 10 and   17th December in Blueskin News at cost of $70, Sarah please provide names of 3 x helper lifeguards for each day - suggest Sarah approaches   Maddy Phoebe Danni who have offered some help  - please push this volunteer contribution Sarah as it cannot run without at least 3 lifeguard helpers and our current lifeguards benefitted from these programs and older volunteers when they were starting out - can Sarah get names to me by Monday 7 December please
* Dave Hickey did motor workshop with Jordyn, Taryn, and others - serviced everything-
* Ibbi has replaced both hoses and bought more de-salt.
* 4 Motorola’s on digital network - awaiting one more to be returned - Ibbi concerned that it seems few lifeguards understand radios, types, range, shadows, watts etc. and is keen to get this info out to everyone - this became obvious during event support.
* New motor has been ordered- WSLSC is “ in the queue “ - there are none in NZ at this time

**ACTION POINTS CARRIED FORWARD TO LATER MEETINGS**

|  |  |  |  |
| --- | --- | --- | --- |
| FUTURE ACTIONS | PERSON/S RESPONSIBLE | Communication  to members | DUE DATE |
| Pru to finalise fundraising plan with coordinators | Pru |  | Update in December |
| **AED & Oxygen**Train patrols on AED and Oxygen use during patrols. | Karyn |  | During first patrols November/December 2020 |
| Setting up a website.  This website will be simple but provides links so the content remains fresh and little maintenance is needed. Charlotte to create initially (with Bernie’s assistance) 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 | Charlotte |  | Before the start of the season |
| Write up a one-page proposal for funding to send to companies. This will be done in conjunction with how fundraising is going forward into the future. | Not pursuing currently due to COVID |  | On hold due to COVID |
| **Police Vetting** – we need to have police vetting to work with children. There is a process for police vetting. Can Surf Life Saving NZ consider the police vetting for us. Charlotte to talk to Felix about Police Vetting. | Charlotte to check the policy and ensure we are following procedure. |  | December update |
| **Club service awards**  Pru has received information about club service awards and is currently processing that documentation. There are a number of people who are eligible for awards but we need to be careful that, by not having so many committee members, we are doing ourselves out of eligibility for those awards. Suggestion: change the wording of the titles of our committee members. | Pru |  | Update in December |
| The sausage fund will be tagged for a fund for people who need genuine assistance to fully participate in surf lifesaving. | Rebecca to tag sausage fund for this purpose. |  | October |
| Further discussion about the role of the rookie coordinator | Sarah |  | December |
| Tricia to communicate about Beach Ed through Felix and Sarah/Rebecca to organise the lifeguards to be paid. | McNaughtons |  |  |
| Charlotte to investigate funding about swimming lessons and consult with Felix/Pru | Charlotte |  |  |
| Pru to contact DCC about grading the gravel road. | Pru |  |  |
| Rebecca to send Teamline invoice directly to Foodstuffs for red vests | Rebecca |  |  |
| Sarah will bring IRB guidelines to the PC meeting so the PCs have awareness. | Sarah |  |  |
| Update club information handbook with nipper information (one booklet for all) and re-distribute to members. | Debbie |  |  |
| Philip to firm up who is going to IRB nationals. | Philip |  |  |
| We will invoice the Adventure Race $2268.38 but will note for Patrick Manning that we did many more hours than he was quoted for. | Rebecca/Karyn |  |  |
| We need to do a debrief on the adventure race and report back to Nathan. | Karyn |  |  |
| Sarah is going to write up a form to write up injuries to lifeguards rather than to write up injuries to beach goers. | Sarah |  |  |
| Administrators need to get the operational risk assessment app from SLSNZ so that senior members (instructors, coaches, patrol captains etc.) can access. | Tricia/Mark H. |  |  |
| Smoke alarms need to be checked and batteries need to be replaced (by Ibbi). | Ibbi |  |  |

# **MEETING CLOSED: 9.07 pm**

# **NEXT MEETING: ??**

CLUB UPDATE

Kia ora Warrington Club members from the Club Meeting

The first social event for the season will be held on Saturday, December 5th, starting at 6pm at the clubrooms. This is a pot luck tea and a BYO. This is a chance to relax together and welcome new families into the club, and is (finally!) a chance to give out prizes from last year. We look forward to seeing you there.