**Committee Meeting**

**Warrington Surf Life Saving Club**

**Wednesday 4th May at 7.00pm**

**PRESENT**

Charlotte Becconsall-Ryan, Mark Hastie, Naomi Ingram, Tricia McNaughton, Philip Clayton, Felix Cook, Rhys Owen

# **APOLOGIES/cc**

Karyn Becconsall, Lynette Harris, Debbie Hayde, Rebecca McNaughton, Sarah McNaughton

**MINUTES OF PREVIOUS MEETING**

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

Carried by Mark/Philip

**CORRESPONDENCE**

n/a

# **LIFE GUARDING REPORT**

CRM Access – Technology issue has been sorted.

**Lifeguard incentive programme:**

40 hours – rash top (Paul, Connor, Maddy, Phoebe eligible)

60 hours – jacket

80 hours – named tube (there are previous people eligible for this).

***Action: Charlotte to pursue***

# **SPORT REPORT**

**Junior Sport**

**Senior Sport**

**IRB Nationals**

* Highlights included Taryn, Kayle & Eli 5th in U23 tube rescue final, Angus, Connor & Jordyne reaching semis in U19 tube rescue & assembly
* Discussion post-competition on amending drag for women’s events (survey only open to clubs with women’s teams competing)
* Final costings:

|  |  |  |
| --- | --- | --- |
|   | Actual | Budget |
| **Transport** | **$1,638.11** | $768.00 |
| Toll road | $4.80 |   |
| Van rental | $668.00 |   |
| Fuel (van) | $210.26 |   |
| Car hire[1] | $677.95 |   |
| Parking (Dunedin airport) | $77.10 |   |
|   |   |   |
| **Freight** | **$2,742.00** | $2,691.94 (CERT grant) |
| Dunedin to Whangarei | $1,085.38 |   |
| Whangarei to Dunedin | $1,606.14 |   |
| 2 days storage at Whangarei | $50.48 |   |
|   |   |   |
|   |   |   |
| **Competition** | **$735.08** | $630.00 |
| Entries (9 events x $70 per event) | $630.00 |   |
| Competition fuel (5 litres per team) | $22.00 |   |
| Training fuel, container, oil | $83.08 |   |
|   |   |   |
| **Accommodation** | **$1,420.00** | $2,850.00 |
| Campbell Park Christian Camp (3 nights) | $1,069.00 |   |
| Whangarei (1 night) | $351.00 |   |
|   |   |   |
| **Food** | **$1,264.18** | $840.00 |
|   |   |   |
| **Total** | **$7,799.37** | $7,779.94 |

* Proposal: that costs for freight, food and accommodation are reimbursed. Move/Seconded (Charlotte/Tricia).
* If all costs reimbursed from IRB fundraising then there will be a balance of $5,719.57 for 2021/22.
* Planning already started for Nationals 2022 – accommodation booked.

Query: Has the annual surcharge for drivers & crews been paid by all (IRB)? $50 per driver and crew this season. Tarryn still to pay $50 each as at April 7th.

***Action: Rebecca to invoice Tarryn.***

***Action: Rebecca to reimburse***

**Canoe**

Damaged canoe still undergoing repairs at advanced fibreglass. Ken has contacted CSP and ordered two new canoes. I would like to get a grant application in to cover part cost of this. Decision has been made on colours and designs of new canoes.

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

We need to change constitution to allow for police vetting and overnight stay policy.

We need to set a date for the AGM.

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

|  |  |
| --- | --- |
| * Reminder from Felix to put in Award Nominations for Otago (event in late May) and do the survey. Otago/Southland sports season feedback & Otago IRB feedback.
* Reminder on government funding returns (see below)
* Sarah McNaughton can now instruct rock module.
 | **Action:** Tricia to send reminder to all members. |

**FINANCIAL**

|  |  |
| --- | --- |
|  | $ |
| Cheque Account | 52,736.77 |
| Bonus Saver | 8,040.91 |
| Term Investment | 11,578.28 |

**Action: Rebecca to send $45,000 to Bonus Saver.**

# **CLUB FUNDING**

**Club Funding (from Charlotte for discussion):**

- Administration = $3,467.30 which can go to things such as:
        - Phone/internet
        - Accountants
        - Printing
        - Website
        - Computers
        - Leases
        - Software licences
        - Postage
        - etc

- Direct costs of lifesaving = $7,438.32 which can go to things such as:
        - Rates
        - Electricity
        - Gas
        - Water
        - Rubbish
        - Cleaning
        - Pest control
        - Security
        - First aid supplies (incl PPE)
        - Oxygen
        - Vehicle running costs (cars/utes/trailers etc)
        - ATV running costs
        - IRB running costs
        - Equipment hire

- Lifeguard Training = $1,542.23 which can go to things such as:
        - Training manuals and workbooks
        - First aid courses
        - Swimming lessons/lanes
        - Course fees
        - Course related travel costs

- Repairs and Maintenance = $7,985.37 which can go to things such as:
        - Perhaps painting the club?
        - Repairs for IRB
        - Repairs for ATVs
        - Repairs for trailers

- Gear and Equipment (Minor) = $5,433.04 which can go to things such as:
        - I’ll try get the drone through under this
        - Lifeguard uniforms (unsure how much we have spent on this already)
        - fins
        - wetsuits
        - lifejackets
        - helmets
        - sunscreen
        - other PPE
        - first aid kits (full kits not topups)
        - AEDs
        - Rescue tubes
        - Rescue boards
        - Binoculars
        - Radios
        - Flag stands
        - Flags
        - Signs
        - Fuel storage (We will have to use $2,500 of this allocation for buying proper fuel storage)
        - Tools
        - Storage racks

- Gear and Equipment (Major) = $6,500 but this is specifically for a motor which we have ordered

Have a think about if there’s anything we need that could fall under these categories, if we don’t use it, it gets allocated to another club.

Some items discussed with regard to the above we are keen on pursuing:

Auditor

Tablet (what works best for the CRM?)

Beach trailer

IRB running costs

Service CAN-AM

Service trailers

Sparky (oven, outside light/safety check)

Cameras deterrents

Side door on container

Not freighting the boats but using a trailer

Painting

Buoys/training flags (beach flag. Whiteboard for conditions – might just need fixed)

New lifejackets: 6 lifejackets 4 medium + 2 large

Sunscreen

Big fins for patrol

Tubes x 4

Drone

***Action:***

Need to

1. Buy trailer
2. Get can-nam serviced
3. Put scaffold up
4. Book painter (and pay for it next funding round).

***Proposed motion:***

To buy a new IRB beach trailer at the cost of $2966,83 NZD+GST (Moved/actioned – Mark/Naomi)

***Proposed Motion:***

To erect scaffolding $5183+GST (Mark/Phil)

# **GRANTS**

Phil is going to apply for grants in the interim, perhaps starting with exploring the TSB grant.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Project** | **Costing** | **Funding** | **Status**  | **Notes** |
|  |  | TSB Grant to discuss |  |  |
| Freight of IRB gear to Ruakaka BP Surf Rescue Nationals | **$2,691.94** | CERT | Successful & Received | Return freight to Auckland, gained funding 2020 and returned this money |
| Paddles for Ski  | $1800 | NZCT | Declined | 6 sets of paddles  |
| Canoe part funding | $6000 | Southern Trust | Not done | 50% funding sought for third canoe – balance to fund raised with firewood and other fund raiser events |

# **FUNDRAISING**

|  |  |
| --- | --- |
| Palmerston Quiz Night - June 22nd (from Please find attached the official flyer to request for prizes for the quiz. If this can be bought up at next meeting that would be great. We need as many raffle prizes as we can get. More prizes=more money raised. I don't want it left till the last minute only to find we don't have many prizes. If it wasn't for Lorna Fraser and all her plants she bought along the year before last it would not have been so successful. Baking is much appreciated and always goes down well.  | ***Action: Flyer needs to go onto Facebook Page (Debbie)******Action: Need plants and other things for the prizes. Everyone needs to help***.  |

**OPERATIONS COMMITTEE MEETING**

**HEALTH & SAFETY**

# **GENERAL BUSINESS**

**Action:** Need email reminder to club about prizegiving 2.30pm on Sunday.

**Action:** In recognition for Wop & Lynette’s contribution to IRB/Woodchopping, and to Jane (swimming) give 2 x$100 fuel cards. Recognition for officials.

|  |  |
| --- | --- |
| Highest Achiever Male Trophy |  Fergus Laws |
| Highest Achiever Female Trophy |  Zara Owen |
| Oldham Swimming Trophy |  Thomas Owen |
| Junior Competitor Age Group Achievement Medals: | Nick Hayes, Isla Peddie |
| Junior significant contribution to the club: |  Owen Family |
| Ibbotson IRB Cup   | U19 & U23 IRB Teams |
| Pat Allison Cup Senior Woman | Lelani Baeumer |
| Hastie Cup Senior Male | Angus Brett |
| Mark Buckley Memorial Trophy (Lifeguarding) | Connor Aldrich |
| Most valuable contribution to the club Trophy: | Charlotte Beconsall-Ryan |

*Action: Who do we need to do Police Vetting (Naomi to inquire)*

**ACTION POINTS CARRIED FORWARD FROM EARLIER MEETINGS**

|  |  |
| --- | --- |
| FUTURE ACTIONS | PERSON/S RESPONSIBLE |
| We need to change constitution to allow for police vetting and overnight stay policy. | *Naomi* |
| Rebecca to:* Invoice Tarryn for IRB
* Reimburse freight/food/accommodation for IRB
* Send $45,000 to the bonus saver.
 |  |
| Does anyone know when the new IRB motor is expected? | *Charlotte to chase up because we were allocated that funding* |
| Dolphin have a special on 8’10” cadet boards of $868 + GST, which is almost half price. I would like to propose we buy two of these using the money we raised at SRC juniors for the BBQ. Motion accepted.  |  Mark/Rhys to action this*.* |
| Connect wifi at the club. | Charlotte/Rebecca |
| We need to do a debrief on the adventure race to 1. report back to Nathan, but also 2. Doing a debrief internally, e.g., radio work. | Karyn |
| **Police Vetting** – We need to supply names to SLSNZ and they will organise this free service. Naomi to investigate who needs to have Police Vetting. | Charlotte/Tricia |
| Further discussion about the role of the rookie coordinator  | Sarah |
| Update club information handbook with nipper information (one booklet for all) and re-distribute to members.  | Debbie |
| Charlotte to continue with incentive programme (see notes in May meeting) | Charlotte to get this going for the next season. |

# **MEETING CLOSED: 8.32**

# **NEXT MEETING: 2 June**