**Committee Meeting**

**Warrington Surf Life Saving Club**

**Wednesday 6th May at 7.00pm**

# **PRESENT**

# Mark Hastie, Naomi Ingram, Bede Wright, Tricia McNaughton, Philip Clayton, Rebecca McNaughton, Karyn Becconsall, Pru Casey, Charlotte Becconsall-Ryan,

# **APOLOGIES:**

# Lynette Harris, Peter Ibbotson. NB: Apologies on WSLSC’s behalf to Felix as we missed him in the zoom link by mistake.

**MINUTES OF PREVIOUS MEETING**

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

Carried by (Mark/Charlotte)

**CORRESPONDENCE**

n/a

# **LIFE GUARDING REPORT**

n/a

# **SPORT REPORT**

|  |  |  |
| --- | --- | --- |
|  | **Discussion** | **Action** |
| Junior Sport | n/a |  |
| IRB | n/a |  |
| Senior Sport | n/a |  |

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

**Procedures for AGM in 2020**

AGM Process:

1. Notice of AGM date will shortly go out, including vacant positions, and nominations for vacancies.
2. Nominations will be received 14 days prior to the AGM. At the meeting, *only* if there are not enough nominations, more nominations can be received at the time. Q: Can they come in prior to this if we realise there is a vacancy?
3. Voting by those at the AGM. We can count proxy votes, by email, in 2020.

We will be getting back to the constitution in that we will only vote for the:

1. Chair
2. Captain
3. Administrator
4. Treasurer

They will form the executive committee. In addition to that, we will vote for 3 additional members to complete the committee. These additional committee members may or may not have a role assigned to them.

Our meetings will no longer called committee meetings. Rather, they are called club meetings and all members are welcome.

The roles are separate and it is expected most people with a role will come along to club meetings (e.g. lifeguard coordinator, fundraising officer).

At times, decisions may be delayed until the committee convenes after the club meeting for voting and any in-committee discussions. Next month we will consider continuing with off-season meetings online, and only every two months.

Date for AGM: TBC

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

n/a (Apologies Felix)

**FINANCIAL**

Cheque Account  $19,976.43

Bonus Saver        $8036.90

TI                         $11,353.69

# **FUNDING**

Charlotte met with the chairs of the Southern Region re: club support levels and fundraising. Rather than doing separate grant applications for funding from Otago Community Trust, we are putting in a regional grant application to the Otago Community Trust for $20,000 to split between all the clubs. The payments are all secure for this season just finished. All of the gaming income is gone due to COVID, so Sport NZ is looking at replacement packages.

*Fundraising (Karyn),*

Bagging resources idea (to progress further)

A decision has been made that quiz night needs to be cancelled or postponed. Lynette to contact the pub and see if we can hold it later in the year and come back to the committee with information.

*Funding applications (Debbie)*

*Motion:*

Motion – That Warrington Surf Lifesaving Club apply to the Bendigo Foundation for $5000 to fund the replacement of paddle boards.

Proposed: Karyn

Seconded: Charlotte

*Sponsorship (Phil)*

Not appropriate at this stage

# **HEALTH & SAFETY**

Karyn put up a notice on the shed that stated the club was closed during Level 3 lockdown. Anyone wishing to access the club needs to contact Charlotte.

# **BUILDING COMMITTEE**

Agenda item when we can meet face-to-face.

# **GENERAL BUSINESS**

Alert levels for clubs. Flexibility is key. At Level 3 we issued one permission for Connor Aldrich to enter the club and borrow a board for the rest of the lockdown. He has submitted a COVID Level 3 safety plan with Charlotte. This includes his safety when removing the board and when he is on the water.

Internal Club Awards 2020

|  |  |
| --- | --- |
| Highest Achiever Male Trophy | Hamish Eason |
| Highest Achiever Female Trophy | Zara Owen |
| Ibbotson IRB Cup | Tarryn Doyle (Driver), Kayle Harris (Crew) |
| Hastie Cup Senior Male | U19 Boys’ Canoe Crew: Kayle Harris (C), Connor Aldrich, Angus Brett, Eli Familton |
| Pat Allison Cup Senior Women | Open Women’s Canoe Crew: Karyn Becconsall, Charlotte Becconsall-Ryan, Rebecca McNaughton, Sarah McNaughton |
| Junior significant contribution to the club: | Jane Schofield |
| Oldham Swimming Trophy | Blake Schofield |
| Mark Buckley Memorial Trophy (Lifeguarding) | Sarah McNaughton |
| Most valuable contribution to the club Trophy: | Ken McHoull |
| Warrington Surf Life Saving Service Award | Pru is going to inquire about these at an Otago Level. |
| Junior Competitor Age Group Achievement Medals: | U14:  U12:  U10:  U8:  Sonny Arekatera Te Ra and Freda Clark |

**Two nominations have been entered for the Otago regional awards.**

Mark Hastie: Coach

Open Women’s Canoe Team:

**Service Awards**

Before we give any this year, Pru is going to inquire about Otago regional service awards.

**Email spam issue (Tricia)**

Tricia is getting too much spam. Decision made to change email address to a gmail address. Tricia will make that change through the various agencies, and let committee know when this is done.

**Celebrating History**

We will put the history up on the website, once it is operational, so we can ensure our history is intact. We will also be considering a club function in November to celebrate the building of the A-frame. It is currently in its 40th year.

**Discussion on club meetings**

To consider for next time: Can we continue to have online meetings, and less regularly in winter?

CLUB UPDATE (Last one until next season)

In lieu of a prizegiving, congratulations to all the people who have won awards this year. We will be able to celebrate your achievement at a club function in spring, and we will be able to present your awards then.

|  |  |
| --- | --- |
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**ACTION POINTS CARRIED FORWARD TO LATER MEETINGS**

|  |  |  |  |
| --- | --- | --- | --- |
| FUTURE ACTIONS | PERSON/S RESPONSIBLE | Communication  to members | DUE DATE |
| Draft strategic plan for the Club. The 5-year strategic plan expires this year. Phil to send Charlotte drafts of it.   * Season’s budget and operating costs (broken into sections with each coordinator presenting their projected expenses for the year and requests during the year take this into consideration). Charlotte to go through the financial summary to look at the operating budget. * This will then feed into the 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 |  | Next season |
| **AED & Oxygen**Train patrols on AED and Oxygen use during patrols. | Karyn |  | Next season |
| 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 next season |
| Frances to invoice Sport Committee for $600 to cover Warrington Surf Life Saving Training Expenses. Send to Felix and copy in Gibbo.  IRB - Do any invoices still need to be paid by crew (a cost irrespective of going to Nationals or not)?  Canoe – Karyn/Frances to check that people were paying what they needed to. | Frances |  | April |
| Photos and Memorabilia (possibly including trophy cabinet).  Get photos from National medal winners and service awards to put up on the wall. |  |  | Everyone will be on the wall before the new season starts. |
| Phil to 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 |  | Before next season |
| Review information Booklet for the start of next season.  Put in dates, and location of National Competitions and approximate costs.  Put rules about can-nam. Review the whole document and print for the start of the season.  Karyn to send Naomi a copy to put up onto Dropbox | Winter job |  | Printed ready to give out before the start of next season. |
| Advertise about becoming a lifeguard |  | Bede, Pru | June |
| IRB Sport Training Policy, Procedures & Safety Plans – to be discussed over winter |  |  | Before start of next season |
| To organise for next season : Some other junior parents are needed to help with the logistics and coordination (e.g., tasks on beach and sausages).  NB: Should sausages continue, and if so, how do we make this feasible? There is some suggestion that this is too difficult for junior parent. Or could we do this as a fundraiser. For example, if the sausages were $2 then this is more of a fundraiser. Right now it is cost-even. This could work well and then whoever does the fundraising. We don’t wish to put more pressure on lifeguards. Sausages are fantastic part of the club culture but they need to be sustainable. |  |  | Before start of the next season |
| Put fundraising process from March into a by-law | Naomi. |  | June |

# **MEETING CLOSED:**

# **NEXT MEETING: Wednesday, 3rd June, 2018**