

**Board
Meeting
Minutes
31/08/2021
18.30**



**WESTERN
AUSTRALIA**



Attendance

Attendees

President	Anthony Gollan
Vice President	Phil Johnson
Director of Life Saving	Russell Price
Club Captain	Darren Gould
Director of Finance	Amanda Betteridge
Director of Administration	Victoria Higgins

Apologies

Nil

Actions From Last Meeting

- **Purchase 200 Rash tops from Lactic Zone**
 - Responsible Person – Darren Gould
 - Status – **Completed**
- **Sale of red ATV / Purchase of Yellow ATV3**
 - Person responsible – Russell Price
 - Status – **Completed**
- **Camp Sub Committee**
 - Responsible Person – Ewan Jones
 - Status – Ongoing
- **Sub committee for new building**
 - Responsible person – Anthony Gollan
 - Status - Ongoing
- **New café contract agreement**
 - Responsible person – Darren
 - Status - Ongoing
- **Subcommittee for Surf Boat**
 - Responsible person – Darren Gould
 - Status – On hold
- **Membership Registration Book**
 - Responsible person – All Committee Members
 - Status – Ongoing
- **Board use / hire**
 - Responsible person – Darren Gould
 - Status - **Completed**
- **Budget to go with the board storage and hire (locks and braided wire)**
 - Responsible person – Darren Gould
 - Status – **Completed**
- **Review of all training equipment**
 - Responsible person – Liam Gould
 - Status - Ongoing

Agenda Items – Discussion items

- **President**

- Club Clean Up – 19th September 2021 Start 11am
- Future Meeting Dates – Last Tuesday of each month commencing at 6.30pm
- Strategy Day – To be set
- Nipper Come and Try Day – 10th October 2021
- Registration Day – 17th October 2021. Membership engagement are increasing our exposure within the Peel Region. School visits are being planned
- PEACH Funding – IRB Trailer, Rescue Boards and Tubes
- City of Mandurah – 2021 Sports Awards. Nominations are only to be submitted once approval is provided by the Executive Committee.
- Venue Hire Policy – The Committee reviewed the draft policy and resolved to adopt the Venue Hire Policy as amended.
- Peel Regional Championships Working Group – 6th September 2021 at MHSLSC.

- **Vice President**

- Member engagement - Social media plan. Membership engagement are increasing our exposure within the Peel Region. School visits are being planned. The committee approved the use of a YouTube Account in compliance with SLSA Member Protection Policy.
- School visits and Nipper Try Day
- Volunteer appreciation
- Coast Car visit – Committee approved in trying to have the coast car visit the club for registration day and/or Nippers Try Day
- Social media access and Policy (parental consent) – As per SLSA Member Protection Policy
- Marketing
- Flyers
- Newsletter – To be developed by Member Engagement
- Coast FM - Member Engagement to promote the club through Coast FM

Agenda Items – Discussion items

- **Club Captain**
 - Financial Delegations Sheet – To be issued to the Committee
 - Missing Receipts preform – Please ensure if a receipt is missing a Missing Receipts form is completed.
 - Surf Sports Meeting with adjoining clubs - 6th September 2021 MHSLSC to discuss Nipper Regional Championships
 - Honour Boards – To be reviewed and feedback to be provide to the committee
 - IRB Motors 3 and 4 – Motors require some major repairs. Looking at using the worst motor as a spare parts motor.
 - Club Stocktake - 19th September 2021 Start 11am
 - Training Calendar – To be issued in the near future. The committee resolved to allow Patrol Captains to undertake requalification's.
 - SurfGuard Access – Outstanding applications will be approved shortly.
 - Membership Prices – Membership fees have been set and loaded on to the Club Website.
- **Director Life Saving**
 - Boat Trailer – To be purchased through the PEACH Grant
- **Director of Finance**
 - Update – Post Box Authorised Agents
 - Schedule of Membership charges – Membership fees have been set. Payment square to be updated to reflect the new charges.
- **Director of Administration**
 - Registrations/early registrations - Two payments have been made through based on the old membership fees. Committee resolved to wave the minor dollar difference.
 - Stationary Order - Approved
 - Surf guard Login - Membership fees have been set and loaded on to the Club Website
 - Functions – Policy has been adopted.

Financial Approval Requests

- **Club Debit Cards**

The use of Club Debit Cards was discussed by the Committee.

Due to the current setup of the Committee, it is recommended that all Executive Members of the Committee have access to a Club debit card to the value of \$500. The use of the cards are to be reviewed frequently by the President, Vice President and Director of Finance.

Moved Darren Gould

Seconded Russell Price

That all Executive Members of the MHSLSC Committee hold a Club Card with a maximum of \$1,500 being held in the debit account of the club to cover and expenditure and further any individual expenditure over \$500 must be approved by the Executive Committee prior to purchase. Non-Executive Members as approved by the Executive Committee will be issued a debit card with a limit of \$200.

CARRIED BY ABSOLUTE MAJORITY

Presidents Report

Building works are ongoing. Currently going through Council approval requirements. It is anticipated that these additions will be done before the season commencing.

Carers WA: Our Stories

MHSLSC Starfish Nippers program has been selected to take part in this initiative. It is scheduled to be completed in October 2021. The initiative involves a short film about the positive impacts our program is having in the community.

Vice Presidents Report

Nil

Director of Finance Report

MH SLSC - ACCOUNTS OVERVIEW		
ACCOUNTS SUMMARY		
	JULY	AUGUST
RESERVE	\$ 115,242.40	\$ 105,342.42
PETTY CASH	\$ 1,544.72	\$ 643.81
CREDITS	\$ 2,000.00	\$ -
DEBITS	-\$ 1,011.00	-\$ 900.91
COMMUNITY 1	\$ 2,553.47	\$ 26,183.94
CREDITS	59132.68	\$ 26,555.21
DEBITS	-67552.45	-\$ 2,924.74
TOTAL BALANCE	\$ 119,340.59	\$ 132,170.17
AUGUST COMMENTS		
\$12,000 credit - sale of ATV		

Outstanding Transactions		
Petty Cash Account		
DATE	VALUE	REMARK
16/08/2021	20.97	Supercentre Bunbury
23/08/2021	184	Batteryworld
23/08/2021	158.95	Adventure Kings
23/08/2021	72	Singleton Bakery Karnup
Cheque Account		
DATE	VALUE	REMARK
21/07/2021	400	Withdrawal - Jason Howe
23/08/2021	285	Deposit - SLSWA
23/08/2021	285	Deposit - SLSWA
26/08/2021	600	ADA M HOES IRB

Club Captains Report

Nil

Administration Report

Nil

Director of Life Saving Report

- We received a new ATV from SLSWA. The ATV was delivered missing a few key components which have been ordered and will be fitted on site by Seadoo upon their arrival.
- The older red ATV was placed on gum tree and has been sold.
- The 2 older IRB's have been put up for sale. The red Achilles has been sold with trailer and motor. The older orange Thundercat is yet to be sold (hull only)
- Work is underway for the make up of teams and rosters next year and will be out shortly.
- Mandurah Tri Club has been notified that we are unable to continue with water safety for every race of theirs this year. We will still cover key races of theirs.
- Our Jet Ski Team were involved in and exercise with Peel Water Police and RWC members from secret harbour SLSC, Port Bouvard SLSC, Fremantle SLSC and Coogee SLSC on the 18th August.
- I attended the August Local Emergency Management Committee (LEMC) meeting on 11TH August

General Business – Without Notice

- **Authorised Officers**

The commit discussed the confirmation of Authorised Officers pending the current changes to the MHSLSC Committee.

Moved Darren Gould

Seconded Russell Price

That the President and in his absence the Vice President be appointed as Authorised Officers for the Mandurah Surf Life Saving Club.

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