



# Black Head SLSC

## BOARD PACK

for

## General Board Meeting

Tuesday, 3 September 2024

6:30 pm (AEST)

Held at:

Black Head SLSC

Main Street, Black Head NSW 2430

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# AGENDA

## GENERAL BOARD MEETING



<b>Name:</b>	Black Head SLSC
<b>Date:</b>	Tuesday, 3 September 2024
<b>Time:</b>	6:30 pm to 8:00 pm (AEST)
<b>Location:</b>	Black Head SLSC, Main Street, Black Head NSW 2430
<b>Board Members:</b>	Anthony Neil, Bronwyn New, Ian Marshall, Mike Bartlett, Nigel Pegrum, Peter McErlain, Peter McErlain, Stuart Horsburgh, Terry Aldridge
<b>Apologies:</b>	Adam Heathcote

### 1. Opening Meeting

#### 1.1 Suspend Standing Orders - Tania McKone to explain Insurance

#### 1.2 Confirm Minutes

Supporting Documents:

1.2.a	Minutes : General Board Meeting - 6 Aug 2024	5
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#### 1.3 Correspondance

Bronwyn New

### 2. Director Reports

#### 2.1 President

Terry Aldridge

Supporting Documents:

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#### 2.2 Finance

Stuart Horsburgh

Supporting Documents:

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#### 2.3 Administration

Bronwyn New

NTR

## 2.4 Vice President

Supporting Documents:

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## 2.5 Lifesaving

Report held off till next meeting.

## 2.6 Education

Peter McErlain

Supporting Documents:

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## 2.7 Surf Sports

6:30 pm (10 min)

Ian Marshall

Supporting Documents:

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## 2.8 JAC

NTR

Supporting Documents:

2.8.a	Nipper Update - August 2024.pdf	22
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## 2.9 Public Officer

## 3. General Business

### 3.1 Grants Officer Position

### 3.2 Constitution / Bylaws

6:40 pm (20 min)

Adam Heathcote

### 3.3 Memberships / Donation monies

## 4. Close Meeting

### 4.1 Close the meeting

**Next meeting:** No date for the next meeting has been set.

# MINUTES

## GENERAL BOARD MEETING



<b>Name:</b>	Black Head SLSC
<b>Date:</b>	Tuesday, 6 August 2024
<b>Time:</b>	6:30 pm to 8:00 pm (AEST)
<b>Location:</b>	Black Head SLSC, Main Street, Black Head NSW 2430
<b>Board Members:</b>	Adam Heathcote, Stuart Horsburgh, Anthony Neil, Bronwyn New, Ian Marshall, Mike Bartlett, Nigel Pegrum, Peter McErlain, Peter McErlain, Terry Aldridge

### 1. Opening Meeting

#### 1.1 Confirm Minutes

**Monthly Board Meeting 12 July 2024**, the minutes were confirmed as presented.

Probus - first Tuesday month 9am



#### Minutes Passed

All approved

**Decision Date:** 6 Aug 2024

**Mover:** Anthony Neil

**Seconder:** Adam Heathcote

**Outcome:** Approved

#### 1.2 Correspondance

DISCUSSION:

Soliders Beach IRB-

FB request interested past and present members / orb who would be interested

Potential escort IRB - (Nigel)

Contact Anne

Mick McDonald - Times (Terry)

### 2. Director Reports

#### 2.1 President

DISCUSSION:

- report for Branch AGM report.
- Circular link for corporate sponsorship to Robyn Thomas

## 2.2 Finance

### DISCUSSION:

- cash flow positive.
- Grant from SLSNSW \$8000 received -
- Invoice to LJ Hookers
- Levy for surf sports can b invoiced and organised to Stuart.
- 

### ACTION-

- Can Tania come and brief on what new policy parameters and what exists at next meeting / what are we covered for and what we aren't.

## 2.3 Administration

## 2.4 Vice President

### DISCUSSION:

- SR number - who do we find to get a number to out on the boat
- Find serial number
- State centre for rego number

### REQUIRED ACTION

- Chase up numbers and forward to Adam, going to Service NSW to follow up

## 2.5 Lifesaving

## 2.6 Education

### DISCUSSION:

- appoint endorsed delegates



### **Director Of Education to appoint by Surfguard the Endorsed Delegates for proficiencies**

All approved.

Patrol captains and select others.

**Decision Date:** 6 Aug 2024

**Mover:** Peter McErlain

**Seconder:** Adam Heathcote

**Outcome:** Approved

## 2.7 Surf Sports

### DISCUSSION:

- SS meeting - successful.
- Introduction of comp and training levy.

- Understanding of level coaching involved under 1 person.
- Work beginning on setting up a group of coaching committee together.
- Benefit of having more coaches.
- Is the Kayaking apart of the Black Head Surf training program.
- Selling of kayaks - Finance to find prices.
- S&C training is an axillary training.
- Does outside trainers need to have insurance seperately?
- Training camp currently still on - possibly Yamba.
- Indigenous training weekend
- Trailers registered.
- 

**ACTION:**

- Finance to setup invoice structure to comp families / payment plans available.
- 

**kayak are not apart of the surf sports training**

all approved

put out to members 3 kayaks for sale.

Stuart to find kayaks prices.

**Decision Date:** 6 Aug 2024

**Mover:** Ian Marshall

**Seconder:** Adam Heathcote

**Outcome:** Approved

## **2.8 JAC**

**DISCUSSION:**

- building a social and sponsorship committee formed
- 

## **2.9 Public Officer**

**DISCUSSION:**

- Invitation to attendance

## **3. General Business**

### **3.1 Legal Update**

**DISCUSSION:**

- review of events
-

**Following trail to find Insurance by using professional legal advice.**

Sub-committee - Terry Adam and Pete resolve the insurance policy at a cost of no greater the \$5000

Subcommittee will report back correspondence and future information.

**Decision Date:** 6 Aug 2024  
**Mover:** Adam Heathcote  
**Seconder:** Anthony Neil  
**Outcome:** Approved

**3.2 Virtual Assistant Proposal****Engage services**

all good

**Decision Date:** 6 Aug 2024  
**Mover:** Bronwyn New  
**Seconder:** Ian Marshall  
**Outcome:** Approved

**3.3 Energy Provider Change****3.4 Grants Officer Position****4. Close Meeting****4.1 Close the meeting**

**Next meeting:** No date for the next meeting has been set.

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_





## President Report September 2024

Not much from me only I would like to see the 5-year plan that has been tossed around, Put in place. So as ideas come in, we can discuss at the meetings and just in general.

I'll start the ball rolling we need more space. I've for a couple of years now thought that a building/shed on the site of original club house would be a good place for all our patrol & rescue gear. One of the main reasons being that at times this day getting trailer & IRB onto the beach is very difficult. Not sure where this will sit with dune care and how much council would help. There are a couple of other ideas round going up above the caretakers or out the back behind kitchen.

Next, I feel we should hold 2 quarterly meetings a season, which all members can attend and be informed on what's going on also they could put an agenda item up for discussion if they have issues. These could be held after Nippers 1 before Xmas & 2<sup>nd</sup> before nippers packs up for winter.

Bar.

Nil

Building

Reno coming along, ceiling should be in this week hopefully vinal by end of next week. Planning to call a working B to do painting.

Waiting on drawings for cabinetry display, and Kitchen doors.

Thanks to Kev Boag for the use of his truck to remove rubbish.

Glass doors that were pulled out trying to sell them.

Regards

Terry



# QUOTE

Black Head SLSC  
1 Main St  
BLACK HEAD NSW 2430  
AUSTRALIA

**Date**  
3 Sep 2024

**Expiry**  
3 Oct 2024

**Quote Number**  
QU-0318

**Reference**  
Maintenance

**ABN**  
99 650 888 378

Bennetts Metal Roofing  
pty ltd  
Po box 5320  
HALLIDAYS POINT NSW  
2430  
AUSTRALIA  
0438 328 366  
bennettsmetalroofing@gm  
ail.com  
Lic No: 362758C

Description	Quantity	Unit Price	GST	Amount AUD
Remove and dispose of existing roof screws. Approx 2000. Supply and install class 5 50mm zips. Approx 2000. Supply colourbond .42 corrugated roof sheet to patch rusted roof sheet areas. Supply and install flashing to trim around leaking vent area.	1.00	2,240.00	10%	2,240.00
Subtotal				2,240.00
TOTAL GST 10%				224.00
<b>TOTAL AUD</b>				<b>2,464.00</b>

## Terms

All materials remain property of Bennetts Metal Roofing PTY LTD until invoice is paid in full. A deposit of 50% to be made on delivery of materials with remaining 50% to be paid on completion.

# Monthly Cash Deposits

Black Head Surf Life Saving Club Inc

For the period 1 August 2024 to 31 August 2024

Cash Basis

Debit between 0 and 0

DATE	DESCRIPTION	DEBIT	CREDIT	GROSS	GST	ACCOUNT
1 Aug 2024	DEPOSIT TAREE NSW - Sippers 14/7/24	-	163.18	179.50	16.32	Bar Sales
1 Aug 2024	DEPOSIT TAREE NSW - Sippers 21/7/24	-	178.18	196.00	17.82	Bar Sales
1 Aug 2024	DEPOSIT TAREE NSW - Sippers 28/7/24	-	165.45	182.00	16.55	Bar Sales
1 Aug 2024	DEPOSIT TAREE NSW - Sports Club Event 27/7/24	-	393.18	432.50	39.32	Bar Sales
1 Aug 2024	DEPOSIT TAREE NSW - Gym Drinks 26/7/24	-	49.09	54.00	4.91	Bar Sales
1 Aug 2024	DEPOSIT TAREE NSW - Zumba 9,16,25/7	-	81.82	90.00	8.18	Hall Hire - Community
2 Aug 2024	Rachel Rumery - Rachel Rumery Pilates class	-	54.55	60.00	5.45	Hall Hire - Community
2 Aug 2024	Luke Karnaghan	-	50.00	50.00	-	200 Club Ticket Sales
2 Aug 2024	Natalie Joburns	-	50.00	50.00	-	200 Club Ticket Sales
2 Aug 2024	Ben Trautsch	-	100.00	100.00	-	200 Club Ticket Sales
2 Aug 2024	Steven Shotton	-	50.00	50.00	-	200 Club Ticket Sales
2 Aug 2024	Mason Gregory	-	50.00	50.00	-	200 Club Ticket Sales
5 Aug 2024	Bar Revenue - Bar Revenue	-	413.64	455.00	41.36	Bar Sales
5 Aug 2024	Bar Revenue - Merchandise	-	18.18	20.00	1.82	Merchandise Sales
5 Aug 2024	DEPOSIT 2432457 Square Australia Pty Ltd T3P4P0NFT7DX310 0 - Coffee Sales	-	4.55	5.00	0.45	Bar Sales
5 Aug 2024	TJS Building Certifiers	-	50.00	50.00	-	Donations
6 Aug 2024	Hallidays Point Combined Probus Club	-	54.55	60.00	5.45	Hall Hire - Community
7 Aug 2024	DEPOSIT FORSTER NSW - Zumba 30/7 & 2/8	-	54.55	60.00	5.45	Hall Hire - Community
7 Aug 2024	Surfguard - Unknown	-	70.00	70.00	-	Memberships
7 Aug 2024	DEPOSIT FORSTER NSW - Sippers 4/8/24	-	60.45	66.50	6.05	Bar Sales
7 Aug 2024	DEPOSIT FORSTER NSW - Coffee Morning	-	55.45	61.00	5.55	Bar Sales
7 Aug 2024	DEPOSIT FORSTER NSW - 200 Club cash sales	-	1,500.00	1,500.00	-	200 Club Ticket Sales
8 Aug 2024	Elizabeth Sassin - Hall Hire	-	909.09	1,000.00	90.91	Hall Hire - Functions
8 Aug 2024	Elizabeth Sassin - Hall Hire Deposit	-	90.91	100.00	9.09	Hall Hire - Functions
9 Aug 2024	MK & VA Campbell - No. 4	-	50.00	50.00	-	200 Club Ticket Sales
12 Aug 2024	Ellen Miller - No. 17	-	50.00	50.00	-	200 Club Ticket Sales
12 Aug 2024	Bar Revenue - Bar Revenue	-	713.18	784.50	71.32	Bar Sales
12 Aug 2024	Bar Revenue - Merchandise	-	18.18	20.00	1.82	Merchandise Sales
12 Aug 2024	DEPOSIT TAREE NSW - Sippers 11/8/24	-	1,590.91	1,750.00	159.09	Bar Sales

## Monthly Cash Deposits

12 Aug 2024	Rachel Rumery - Rachel Rumery Pilates class	-	54.55	60.00	5.45	Hall Hire - Community
12 Aug 2024	DEPOSIT TAREE NSW - Zumba 6 & 8/8	-	54.55	60.00	5.45	Hall Hire - Community
15 Aug 2024	Hallidays Point Physical Education Club	-	395.45	435.00	39.55	Hall Hire - Community
15 Aug 2024	Midcoast Council	-	5,000.00	5,000.00	-	Donations
16 Aug 2024	DEPOSIT-OSKO PAYMENT2223917 Matthew Burgess Celebration of lif Sarah B - Hall Hire 17/8/24	-	909.09	1,000.00	90.91	Hall Hire - Functions
19 Aug 2024	DEPOSIT Surf Life SavingSLSA3846258544 - Noelene Young	-	35.00	35.00	-	Memberships
19 Aug 2024	DEPOSIT Surf Life SavingSLSA3846258544 - Robyn Thomas	-	235.00	235.00	-	Memberships
19 Aug 2024	Bar Revenue - Bar Revenue	-	640.45	704.50	64.05	Bar Sales
19 Aug 2024	DEPOSIT 2408253 Square Australia Pty Ltd T3YQYHVWRGH8S44 1 - Jaclyn Burgess Wake	-	1,259.09	1,385.00	125.91	Bar Sales
19 Aug 2024	DEPOSIT 2408253 Square Australia Pty Ltd T3YQYHVWRGH8S44 1 - Donation	-	400.00	400.00	-	Donations
20 Aug 2024	Stuart Horsburgh	-	100.00	100.00	-	200 Club Ticket Sales
21 Aug 2024	DEPOSIT PORT MACQUARIE NSW - Zumba 13, 15/8	-	54.55	60.00	5.45	Hall Hire - Community
21 Aug 2024	Membership - Cathy Boag	-	75.00	75.00	-	Memberships
21 Aug 2024	Membership - Kevin Boag - 2 active memberships	-	70.00	70.00	-	Memberships
21 Aug 2024	DEPOSIT PORT MACQUARIE NSW - Sippers 18-8-24	-	227.27	250.00	22.73	Bar Sales
21 Aug 2024	DEPOSIT PORT MACQUARIE NSW - 200 Club Tickets	-	500.00	500.00	-	200 Club Ticket Sales
22 Aug 2024	Rachel Rumery - Rachel Rumery Pilates class	-	27.27	30.00	2.73	Hall Hire - Community
26 Aug 2024	Liegh Croker	-	35.00	35.00	-	Memberships
26 Aug 2024	Joshua Lynch - 3 Nippers + 1 Active	-	335.00	335.00	-	Memberships
26 Aug 2024	Bar Revenue - Bar Revenue	-	487.73	536.50	48.77	Bar Sales
27 Aug 2024	Liz Bridges	-	400.00	400.00	-	200 Club Ticket Sales
27 Aug 2024	Liz Bridges - Tickets 121, 123, 124	-	150.00	150.00	-	200 Club Ticket Sales
29 Aug 2024	Sippers - 25/08/2024	-	152.36	167.60	15.24	Bar Sales
30 Aug 2024	Rebecca Bartlett	-	75.00	75.00	-	Memberships
<b>Total</b>		-	<b>18,761.45</b>	<b>19,694.60</b>	<b>933.15</b>	

# Monthly Cash Payments

Black Head Surf Life Saving Club Inc

For the period 1 August 2024 to 31 August 2024

Cash Basis

Credit between 0 and 0

DATE	DESCRIPTION	DEBIT	CREDIT	GROSS	GST	ACCOUNT
28 Aug 2024	Overpayment: WITHDRAWAL-OSKO PAYMENT 1134519 T Aldridge Reimburse July & August - Reimbursed Terry Twice	149.30	-	(149.30)	-	Accounts Payable
1 Aug 2024	SLSA	20.36	-	22.40	2.04	Merchant EFTPOS Fees
5 Aug 2024	Bar Revenue - Merchant Fee	8.19	-	9.01	0.82	Merchant EFTPOS Fees
5 Aug 2024	DEPOSIT 2432457 Square Australia Pty Ltd T3P4P0NFT7DX310 0 - Merchant Fee	0.09	-	0.10	0.01	Merchant EFTPOS Fees
9 Aug 2024	Payment: Tile Power	8,193.50	-	9,012.85	819.35	Renovation - other
9 Aug 2024	Payment: Dept. of Planning Industry & Environment	595.00	-	654.50	59.50	Permits and Licences
9 Aug 2024	Payment: Origin Energy	3,638.37	-	4,002.21	363.84	Electricity
9 Aug 2024	Payment: Bronwyn New	104.55	-	115.00	10.45	Training
9 Aug 2024	Payment: Cellarbrations at Diamond Beach	406.23	-	446.85	40.62	Bar Purchases
9 Aug 2024	Payment: Cellarbrations at Diamond Beach	366.55	-	403.21	36.66	Bar Purchases
9 Aug 2024	Payment: Air Liquide Australia Ltd	83.55	-	91.91	8.36	Bar Purchases
9 Aug 2024	Payment: CUB Pty Ltd	1,861.38	-	2,047.52	186.14	Bar Purchases
9 Aug 2024	Payment: Foodworks Hallidays Point	42.77	-	47.05	4.28	Bar Purchases
9 Aug 2024	Payment: Saxbys Drury Distribution	167.80	-	184.58	16.78	Bar Purchases
9 Aug 2024	Payment: Saxbys Drury Distribution	195.94	-	215.53	19.59	Bar Purchases
9 Aug 2024	Payment: Cellarbrations at Diamond Beach	167.05	-	183.76	16.71	Bar Purchases
9 Aug 2024	Payment: Cellarbrations at Diamond Beach	311.45	-	342.59	31.14	Bar Purchases
9 Aug 2024	Payment: Cellarbrations at Diamond Beach	318.03	-	349.83	31.80	Bar Purchases
12 Aug 2024	Bar Revenue - Merchant Fee	13.88	-	15.27	1.39	Merchant EFTPOS Fees
19 Aug 2024	Bar Revenue - Merchant Fee	12.15	-	13.37	1.22	Merchant EFTPOS Fees
19 Aug 2024	DEPOSIT 2408253 Square Australia Pty Ltd T3YQYHVWRGH8S44 1 - Merchant Fee	30.83	-	33.91	3.08	Merchant EFTPOS Fees
19 Aug 2024	Payment: Xero Australia Pty Ltd	61.36	-	67.50	6.14	Accounting and Consulting
20 Aug 2024	Earnings	176.00	-	176.00	-	Wages and Salaries
20 Aug 2024	Superannuation Expense	20.24	-	20.24	-	Superannuation
26 Aug 2024	Bar Revenue - Merchant Fee	9.25	-	10.17	0.92	Merchant EFTPOS Fees

## Monthly Cash Payments

28 Aug 2024	Payment: Telstra	104.54	-	114.99	10.45	Telephone & Internet
28 Aug 2024	Payment: Midcoast Council	827.00	-	827.00	-	Council Rates
28 Aug 2024	Payment: Terry Aldridge	87.27	-	96.00	8.73	Club Catering
28 Aug 2024	Payment: DEAS Screenprinting & Embroiderry	193.27	-	212.60	19.33	Merchandise
28 Aug 2024	Payment: Technical Fitness Pty Ltd	1,000.00	-	1,100.00	100.00	Repairs & Maintenance - Equipment
28 Aug 2024	Payment: Mrs C A Boag	158.04	-	158.04	-	Club Catering
28 Aug 2024	Payment: Mrs C A Boag	42.27	-	46.50	4.23	Kitchen Expenses
28 Aug 2024	Payment: Terry Aldridge	634.10	-	697.51	63.41	Renovation - other
28 Aug 2024	Payment: Terry Aldridge	200.69	-	220.76	20.07	Renovation - other
28 Aug 2024	Payment: Terry Aldridge	55.26	-	60.79	5.53	Renovation - other
28 Aug 2024	Payment: Terry Aldridge	17.49	-	19.24	1.75	Renovation - other
28 Aug 2024	Payment: Bunnings	27.42	-	30.16	2.74	Cleaning
28 Aug 2024	Payment: Air Liquide Australia Ltd	87.56	-	96.32	8.76	Bar Purchases
28 Aug 2024	Payment: Terry Aldridge	21.76	-	23.94	2.18	Miscellaneous Expenses
28 Aug 2024	Payment: Terry Aldridge	26.69	-	29.36	2.67	Bar Purchases
28 Aug 2024	Payment: Terry Aldridge	72.75	-	80.03	7.28	Bar Purchases
28 Aug 2024	Payment: Terry Aldridge	6.34	-	6.97	0.63	Bar Purchases
29 Aug 2024	Payment: CUB Pty Ltd	816.40	-	898.04	81.64	Bar Purchases
<b>Total</b>		<b>21,332.67</b>	<b>-</b>	<b>23,034.31</b>	<b>2,000.24</b>	

# Profit and Loss

## Black Head Surf Life Saving Club Inc For the month ended 31 August 2024 Cash Basis

	AUG 2024	YEAR TO DATE
<b>Trading Income</b>		
200 Club Ticket Sales	3,050.00	3,750.00
Bar Sales	6,554.16	19,345.61
Donations	5,450.00	13,746.40
Equipment Sales	-	4,090.91
Gym Membership	-	181.82
Hall Hire - Community	831.84	3,599.15
Hall Hire - Functions	1,909.09	2,818.18
Interest Income	-	1,221.24
Memberships	930.00	3,520.00
Merchandise Sales	36.36	322.71
Other Revenue	-	7,092.00
Sundry Fundraising Income	-	166.64
<b>Total Trading Income</b>	<b>18,761.45</b>	<b>59,854.66</b>
<b>Cost of Sales</b>		
Bar Purchases	4,930.49	9,942.99
Merchandise	193.27	193.27
<b>Total Cost of Sales</b>	<b>5,123.76</b>	<b>10,136.26</b>
<b>Gross Profit</b>	<b>13,637.69</b>	<b>49,718.40</b>
<b>Operating Expenses</b>		
Accounting and Consulting	61.36	238.62
Advertising	-	531.82
Audit Fees	-	1,700.00
Bingo Expenses	-	54.54
Cleaning	27.42	308.25
Club Catering	245.31	512.18
Council Rates	827.00	827.00
Electricity	3,638.37	7,381.59
Equipment Purchases	-	17,371.81
Gas	-	187.17
Insurance - Building and Contents	-	11,981.82
Internet Hosting & Web Charges	-	481.17
Kitchen Expenses	42.27	42.27
Merchant EFTPOS Fees	94.75	294.00
Miscellaneous Expenses	21.76	1,565.65
Office Expenses	-	254.82
Patrol Expenses	-	393.60
Permits and Licences	595.00	2,411.55
Renovation - other	9,101.04	55,628.31

## Profit and Loss

	AUG 2024	YEAR TO DATE
Repairs & Maintenance - Buildings	-	1,559.40
Repairs & Maintenance - Equipment	1,000.00	1,000.00
Superannuation	20.24	83.60
Telephone & Internet	104.54	418.16
Training	104.55	104.55
Trophies	-	2,348.73
Wages and Salaries	176.00	736.00
Water Rates	-	10.95
<b>Total Operating Expenses</b>	<b>16,059.61</b>	<b>108,427.56</b>
<b>Net Profit</b>	<b>(2,421.92)</b>	<b>(58,709.16)</b>





## Vice President Report September 2024

I had email to have a nipper board stored in the ski room, and to have their fob changed to let them into the ski room. The club also had some teams in the mud crab charity relay. One black head team came 2nd. I was told they donated some money to the club.

Anthony Neil

Blackhead SLSC

Director of Education

Monthly Report – August 2024

**ITEM:**

**1. BHSLSC Endorsed Delegates (ED) awaiting approval by Branch Director of Education for twelve-month period as follows:**

Bronze Medallion/ Surf Rescue Certificate

- Nigel Pegrum
- Anthony Neil
- Ian Marshall
- Kevin Boag

1.3 Selected or all Patrol Captains- Nigel to nominate and minute at meeting.

1.4 Water Safety Captain- subject to Nigel's approval and minute at meeting.

All ED's to be entered on Board minutes and within surf guard and be supplied with ED descriptions.

**2. Proposed Bronze Medallion / Surf Rescue Certificate / First Aid course dates 2024.**

SRC/Bronze - Proposed commencement date is Sunday the 8<sup>th</sup> of September 2024. Entry Pool swim and information session.

Currently 13 EOI by email.

Discuss possibility of conducting an intensive course.

There may be an opportunity to run a Bronze/SRC course in 2025 if interest increases.

**3. Confirmation of trainer / s at BHSLSC and availability to support courses.**

Kevin Watt and Bronwyn New successful in on line TAF training.

**4. Director of Education LNC Branch (Suz Gerrish) indicates to Peter McErlain by email that Branch By-Laws state – Club Facilitators cannot train and assess their Bronze/SRC students without another assessor being present citing transparency and fairness:**

Copy of Email below:

*Hi Pete Just a reminder that LNC bylaws state every course conducted by a facilitator must have 2 assessors for transparency and fairness. Facilitators are not able to sign off on*

*students they have trained and then assess by themselves. There must be a second assessor*

*Regards,*

*Suz Gerrish*

*Director of Education*

*Surf Life Saving Lower North Coast*

*W: [www.slsinc.org.au](http://www.slsinc.org.au)*

*E: [education@slsinc.org.au](mailto:education@slsinc.org.au)*

*M: 0414 425 501*

**Efforts by Blackhead Admin to be provided a copy of the by laws have been met with this response:**

*I have been informed that we don't have bylaws. It was proposed that the Board revisit the Constitution and potentially make some changes which may include changing some of the current content to become bylaws, however this may change with the change in Board members as of last night's AGM. Regards, Sara Snart*

**I see this as an opportunity to have Blackheads stance on this issue clarified by the new Branch President. Nonetheless, I will be training and assessing my students until otherwise informed as per the Facilitator Job Description taken from SLS NSW website.**

*Facilitators*

*What is the role of a Facilitator*

*Facilitators can train or assess course participants.*

*They can also train and assess the same participants for any one course if they are endorsed to do so by their club and/or branch.*

*This is helpful when more than one club comes together to deliver courses to larger groups of members, and for smaller clubs that may only have one person available to train and assess members.*

Submitted by:

**Peter McErlain**

**Director of Education/ Facilitator**

**Blackhead SLSC**

**28/8/24**



Report for August 2024:

- Busy month with training back in earnest
- Black Head training camp is back on
- 28/29 September 2024. Yamba and Byron Bay attending and staying in club house on Friday and Saturday nights. LNC clubs have been invited and preparations are well under way.
- Coaching set up is starting to fall into place with the surf sports training group beginning to understand the new structure.
- Kayaks owned by club should be returned on 08/09/2024
- Really pleasing to see a big group of 9/10's training with the surf sports team
- LNC surf sports meeting soon and calendar should then be finalized for season 24/25
- Training and competition levy payment request and process should go out this week
- Would like a EOI put out for a volunteer beach coach to run a training session for beach events 1 day a week
- We have a number of people doing the coaching accreditations that should leave us with the following people as qualified current surf sports team coaches;

Kev Boag

Marty Cowper

Ian Marshall

Sandi Kippax

Bronwyn New

Malea Tyrie

Corey Duncan

Cathy Boag

Paul Cox

- also have at least one new trained official: Robyn Thomas

Thanks all,

Ian Marshall

Dir of Surf Sports

## Nippers Report – August 2024

- Pinky's
  - o LNC Branch will confirm following a meeting on Thursday 5<sup>th</sup> September what will be occurring in season 2024/25 in relation to the Newcastle Permanent sponsorship for Nipper Pinky's. Currently Black Head have provided the estimated Nippers numbers for 2024/25 to Branch who are looking to make a group purchase of long sleeve pinky's which Black Head is looking to place on Under 6's, 7's and 8's
- Age Manager tops
  - o LNC Branch have confirmed that Black Head will receive new age manager tops for 2024/25. Black Head to provide sizing and numbers in the week commencing the 2<sup>nd</sup> of September.
- Water Safety tops
  - o Intention is to purchase 12 new water safety tops for 2024/25. Engine currently are OOS on all but XXL sizing. I am awaiting an update from Engine as to when new stock will become available. The cost estimate for the tops is \$600
- Letter to parents
  - o The intention is to send a letter to 2023/24 season parents welcoming them to the 2024/25 season with details of the planned season
- Notices in Schools
  - o The 2024/25 season flyer has been distributed to the following schools with a request that it be placed on their noticeboards. Halliday's, MCC, MVAC, Taree West, Nabitac, Krambach, Tinonee and St Joseph's.
- Dates
  - o Registrations, Saturday 14<sup>th</sup> and Sunday 15<sup>th</sup> September
  - o Season commences, Sunday 20<sup>th</sup> October.
  - o Christmas Break, Sunday 22<sup>nd</sup> December to Sunday 2<sup>nd</sup> February
  - o Season ends, Sunday 16<sup>th</sup> March
  - o Nippers will start at 9:30am for 2024/25
  - o **Note: need to update SLSNSW in relation to 2024/25 dates for their website**
- Nipper Membership fee
  - o Red Head (\$100)
  - o Cape Hawke (\$35)
  - o Woolgoolga (\$100)
  - o Broulee (\$55)
- CLEG grant
  - o SLSNSW have confirmed that Black Head has \$2385 in grant monies to spend. Pete has confirmed that no education equipment is required so Nigel is finalizing the rescue equipment that will be purchased with the monies
- Registrations
  - o TH31YN – Surf Boat Trailer (rego expires 30.12.24)
  - o TK45DB – Board Trailer (rego expires 15.02.25)
  - o TM64GL – Board Trailer Box (rego expires 28.08.25)
  - o 7918U – CanAm (rego expires 28.08.25)