

MINUTES of the 97th ANNUAL GENERAL MEETING of the QUEENSCLIFF SURF LIFE SAVING CLUB Inc.

Held in the Clubroom on 2nd August 2020 commencing at 10.39am

The President, Ken Prior declared the meeting open and welcomed the Sponsors, Patrons, VIP, Life Members, Distinguished Service Members and Club Members.

Ken explained the unique situation this year due to COVID-19 and the reduced numbers that we could have in attendance at the AGM. Communication had been provided to VIP's and sponsors explaining the situation and thanking them for their ongoing support of the club and explaining the clubs limited AGM.

Ken in conjunction with the Election Officer, Kevin Harris had covered the constitutional requirements to have a quorum. The club has 524 voting members requiring 10% or 53 to qualify as a quorum. It was agreed that with the number present and proxy votes we had a quorum to proceed.

Patrons

Des McAteer - Balgowlah RSL

Barry Antella

Sponsors:

Stephen Nugent - Community First Credit Union

VIPs Present:

Dave Walton – Councillor, Northern Beaches Council

Apologies:

Jean and David Hay, James Griffin, Adele and Lee Heasman, Zali Steggall, Danny and Maree White, Ed Kwanten, Denis Heard, Rob Daniel, Tony Foster, Ian Martin, Hamish Cooke, Nick Heard, Dave Slenet, Matt Hamilton, Lisa Foster, Terry Boardman, Tracey Hare-Boyd, Damien Daley, Kathryn and David Shearsby.

Incoming Secretary Paul Sholl to take minutes.

The minutes of the 96th AGM have been circulated and available on the website

Jim Ashton - moved that the minutes be approved. Seconding – Geoffrey Lyall.
The minutes were approved and accepted.

Vales:

David Piper led the meeting to acknowledge, reflect and pause for the members we lost in the past year:

- Pat Horton and Brian Geddes

The President then outlined the voting procedure of the meeting given to low attendance due to COVID-19 and the fact we had a quorum with 44 Proxy votes, and we require only 53 votes to attain a quorum.

Presentation of the 97th Annual Report and financial statements and reports:

The President presented the club's 97th Annual Report and spoke to the AGM about the quality of the document once again. He again thanked Kathryn Shearsby, Carla Thornton and Shona Rose for the extraordinary job they do in preparation of such a document. It was noted that unfortunately in error the inclusion of the IRB report had been omitted, however that would be immediately rectified on the website report and that the Board would discuss reprinting a few copies for the archives and to be distributed to VIP's who could not attend.

The President noted his report was in the printed document and included highlights as follows:

- again, no lives were lost during the patrolling season for the 97th year in succession.
- club membership grew slightly
- we competed well in carnivals, particularly juniors and boat carnivals
- our education and training continued to grow under Kerry and her team
- our patrols were well attended, we fulfilled exemplary patrol obligations in accordance with our agreement with NBC. The initial great work of setting up patrol rosters and starting the season was due to the excellent work of Club Captain Michael Studden and following him Kelly Beverley and Sam Kitchen.
- financially your club had a very successful year.
- we continued to engage with the community in a way each of us should be proud in displaying honesty, integrity, compassion, and commitment.

Financials:

The President introduced Treasurer Rob Graham-Smith and noted the excellent financial result. This was due to income being exact to budget but expenses being down due to competition costs avoided due to the early closure of the season.

Rob then thanked the following people:

- Lisa Foster for her diligent and generous completion of our audit
- Grant Henderson – ongoing handover of Treasurer role.
- Fiona Broe – assistance with funding initiatives for COVID-19.

Financial highlights:

- Income - \$427,748 (budget \$427,000)
- Expenses - \$349,735 (budget \$375,000)
- Surplus - \$78,013 (budget \$52,000)
- Members Accumulated Funds - \$795,358

Rob further explained that the higher than expected surplus was due to unbudgeted grants, membership and carnival hosting income and lower expenditure. Lower expenditure was due to the patrol season ending earlier and the cancellation of competitions, events, and presentations in the second half of the season.

The President noted the strong cash position however that will be needed for part of the building fit out and a very uncertain future ahead in relation to income from sponsorship, grants, donations and membership income.

Grant Spradbrow moved that the Special Purpose Financial Report for the 2019-20 be approved. Seconding – David Walton.

The special Purpose Financial Report was approved and accepted.

Due to restrictions no one will speak to the annual report this year.

Training and Club Captains:

The President invited Kerry Seipelt, Chief Training Officer, Kelly Beverley and Sam Kitchen, Joint Club Captains to say a few words:

Training:

- Kerry reflected on her 25 years at the club as a Trainer and Assessor which led to her appointment as the Chief Training Officer.
- With an early end to the season fortunately, we still managed to put through a large quantity of 92 awards prior to the end of 2019 including:
 - 60 Bronze and SRC,
 - 5 IRB drivers
- At the start of 2020 training had commenced with 6 IRB drivers, 20 bronze and 13 SRC. When training resumes, we can recapture and not lose these members.
- Kerry thanked the dedicated education team for completing the high number of awards in such a short period.
- Kerry praised the education team trainers, and noted they are the club's quiet achievers, having put in numerous hours through various times during week evenings and throughout the weekends, all whilst committing to their regular patrols and carnivals.
- The education season continues through the offseason for trainers, where we must complete our annual professional development. Every year, SLSA sets new standards, skills and awards that all education members must complete to remain as current endorsed trainers.
- Gaining these extra skills can be quite challenging and time constraining to our trainers, often losing trainers due to the extra workload and added burden placed upon them. However, newly learned skills provide the opportunity to continue to grow and build a very successful group of professional trainers which ultimately sets up our club's future success.
- This coming season, SLSA will be introducing a new training syllabus for some of the awards. In brief, just one of the changes will involve the removal of oxygen from the Bronze award. However, on the plus side, my aim is to further encourage our current bronxies to upskill and gain their (ART) Advance Resuscitation Certificate so we are never short during patrol operations.
- Currently all our course training remains on hold whilst we await further guidance from SLSNSW and Branch on how to proceed.

- Kerry concluded that it is her absolute privilege to be a member of the board. Kerry sees her role as having the responsibility to be the members representative, to listen to and speak on your behalf so your voice can be heard. I hold this board position for the benefit of our members, so please speak to me if there is anything I can assist or discuss with your best interest in mind.

Club Captain:

- Kelly wanted to officially thank Michael Studden for the work he had completed in the role prior to Sam and herself taking over in November 2019.
- Highlighted that we had another year with no lives lost. This has been achieved for 96 years and we do not say that lightly.
- Thanks to all our very capable bronze and SRC patrolling members who volunteer their time to keep our beach safe. When I say time, I mean 7,694 hours last season across 13 patrolling teams (as the season was cut short by COVID-19 this is down about 1,400 hours on the previous season).
- Kelly acknowledged the support provided by Patrol Captains and Vice Captains throughout the season.
- Lifesaving is our core purpose - and keeping the beach open, fully patrolled and safe every weekend simply would not happen without the selfless efforts of all our volunteers. The lifesaving team including our IRB team, trainers, our First Aid and Gear Steward are all integral to ensuring our patrols are fully operational.
- Standing by us each weekend are the Council Lifeguards who are with us every step of the way.
- We have 335 patrolling members, slightly down on last season. We allocated 25 new bronze members to patrols and 22 SRC's.
- Kelly acknowledge the extra effort everyone was taking to stay connected as a club during these difficult times.
- Kelly officially acknowledged 3 members that had reached their 15 Year National Patrol Award:
 - Graham Lugsdin
 - Luke Barlow
 - Gavin May
- Kelly acknowledged Ken's role as President over the last two years and thanked him on behalf of the Lifesaving team.
- A special thanks to Barry Antella as our Senior Vice President who does so much for our Club pre, during and post each season. He has been a strong support for our lifesaving team.
- Kelly congratulated Garry Fox as our incoming President. We are thrilled to be working with Garry.
- The team is currently completing preseason work, gear inspections, patrol schedule and the COVID-19 Patrol and Community Plan.
- Sam confirmed Kelly's comments and wanted to express his thanks to Kelly on her support throughout the year as they worked as Vice Captains.
- Sam highlighted his pleasant surprise at being nominated as one of the Captains. It was also a pleasant surprise to understand the depth of experience at the club and specifically the time that people put into the club.

Nippers:

Ken took the opportunity to acknowledge the work done by Olivia Hibbitt, Junior Activities Director, and the very successful season the Nippers had completed.

Honours and Awards:

The President invited Craig Susan to speak on the decision to delay honours and awards for the 2019-20 season. Craig explained that in consultation with others a decision had been made to delay any awards due to the current limit of attendees allowed at the AGM. Craig spoke of his experience in receiving his award in front of family and friends and felt this was a very important part of the process.

Honours and Awards would be delayed until January at this stage in the hope that current restrictions will be lifted.

Craig took the opportunity to officially recognise Ken Prior for the fantastic job he had done over the past two years as club president.

Declaration of Affiliation with Sydney Northern Beaches Branch of SLSA

Ken Prior moved that:

‘Affiliation be sought for the 2020-21 season with the Sydney Northern Beaches Branch of SLSA. Further, that the Articles, Constitution, By Laws, Regulations and Resolutions, together with the awards and equipment of SLSA Australia Limited, and/or affiliated State Centres and /or affiliated Branches, be accepted without reservation.’

- Resolution passed

Update on Building Lease:

Ken provided an update on the current club building lease, including:

- Draft lease was with the Northern Beaches Council (NBC).
- Letter of security of tenure had been provided by the NBC.
- Insurance proposal was with SLSNB
- Maintenance schedules would be included, with club specific details as all clubs had unique building requirements.

Building Development Update

Ken invited Alan Butler to provide an update on the building development/renovations.

Alan provided details as follows on the scope of the building works:

- Ground Floor
 - New electrical main distribution board
 - New lift and lift lobby
 - Existing hall would be utilized for lifesaving watercraft and gym
 - New fire escape stairs from new upstairs public hall
- First Floor
 - New public hall and deck

- ‘Servery and kitchen’ for public hall
- Additional access stairs to allow separation between club members area and public areas.
- New accessible toilets
- Relocate club office, storage and reduce tearoom
- Creating compliant accessible corridors
- Re-tiling stairs, landings, and corridors
- Increasing the balcony handrail glazing on existing deck area to compliant height
- Painting, make good, and required fixtures
- Funding
 - The club had obtained the following grants:
 - \$310,000 – NSW Office of Sport, Sports Recreation Division, Surf Club Facility Development Grant (proposed alterations); grant requires work to begin 2020
 - \$70,000 – Australian Sport Commission, Community Sport Infrastructure Grant (Kitchen and Community Hall). Grant expires 01/012/2020
 - \$18,500 – Federal Government, Stronger Communities Program (providing accessible toilet within the club)
 - Council has committed \$300,000 towards the project over two separate \$150,000 offers.

Alan explained that the club had also committed to complete the replacement of the Club Bar and will fund a temporary office and storage during construction.

Tender documents are ready, building estimates are being completed and a short fall has been identified so Council and QSLSC are chasing additional funds.

General Business:

The President advised that there was no further urgent general business or changes to the constitution.

Correspondence:

The President acknowledged that there was no correspondence of an urgent nature.

The President then asked was there any other matters arising from the floor? The floor was silent.

The President, prior to the election of office bearers addressed the meeting and said it had been an honor and privilege being in the role of President over the last two years.

Before stepping down the President again thanked Patrons, Sponsors, VIP's, all Governments, Northern Beaches Council and Councillors and all members for their continued support, help, advice and counsel through his two years as President.

Election of Office Bearers:

Ken, before the election of office bearers thanked each of the returning candidates and retiring board members. Ken also welcomed new nominating member Paul Sholl to the Secretary position. Ken also made mention of a new non-elected officer to the role of Member and Child Protection Officer: Brad Newton.

Ken invited Kevin Harris, Election Officer to begin proceedings. Kevin reinforced Ken's initial notification that we required 53 eligible member votes. Ken identified the 44 proxy votes that had been received and mentioned they would be available for viewing in the club office.

Kevin explained that under clause 19.1 (e) of the club's constitution an outgoing board member could be nominated as the Chairperson to conduct the election of directors. Kevin nominated Brian Dolly as the Chairperson to conduct the election of directors. The motion was moved by Kevin Harris. Kevin receive approval from attending members to move forward with the motion.

Brian Dolly accepted the position and proceeded to explain under clause 19.1 (e) as per the constitution, *"If the nominations received is equal to the number of vacancies to be filled, the persons nominated shall subject to the declaration of the chairperson, be deemed to be elected"*.

Brian presented the following candidates for all board positions:

1. President: Garry Fox
2. Deputy President: Ken Prior
3. Vice President Competition Director: Craig Susans
4. Vice President Lifesaving Director: Barry Antella
5. Secretary: Paul Sholl
6. Member Services Director: Kathryn Shearsby
7. Joint Club Captains: Kelly Beverley and Sam Kitchen
8. Chief Training Officer: Kerry Seipelt
9. Treasurer: Robert Graham-Smith
10. Competition and Coaching Director: Jayson Elkins
11. Deputy Competition and Coaching Director: Damien Daley
12. Junior Activities Director: Olivia Hibbitt
13. Grants and Sponsorship Director - Anthony Rose
14. General Activities Director: Mark Clare-Nazer

Brian then confirmed as Chairperson that the candidates nominated where officially appointed to their new positions.

Brian, then called on the newly elected President, Garry Fox to take the chair.

Garry Fox took the chair and thanked Ken and the management committee all of whom have continued to serve again. Garry also welcomed the newest member of the board Paul Sholl as Secretary.

Garry advised the meeting of the Non-Board Committee positions. They are:

- IRB Captain – Dave Callan
- Deputy IRB Captain – Sarah Mauger
- Boat Captain – Dave Williams
- Deputy Boat Captain – Damien Daley
- Board and Ski Captain – Andrew Townsend
- Deputy Board and Ski Captain – Grant Henderson
- Member and Child protection Officer: Brad Newton

Garry thanked all the above for their continued support.

Garry recognized Brad Newton who has accepted the very important role of Member Protection Information Officer.

A reminder to all Board Members that there is a meeting Monday 3rd August 6 :30 pm via Zoom.

Presidents Closing Comments

This season will be different. COVID-19 has and will continue to impact on the way we live and interact with people. This will translate into surf club life for the 2020-21 season. It means that we will need to be adaptable, flexible and innovative in the way we approach the ways we do things. Often requiring changes to the traditional way of doing things - look at today we had to limit the numbers of AGM. If funding goes well, we will commence the building renovations. There will be pain in not having the facilities available to us but with planning and the true Queensie spirit we will overcome any issues and capitalize on any opportunities.

I am honored to be the President and will give it my all. We hope this season will be safe and successful and we to continue our proud unblemished achievement of no loss of life on Queenscliff beach.

I would like to thank all who attended here today and our sponsors and VIPs.

Garry introduced a special guest speaker Chloe Graham-Smith, out going Nippers Team Captain, to read a message from our Local Federal Member of Parliament, Zali Steggall.

Just before I bring this meeting to a close and ask Jimmy to ring the bell, I would remind all to stay safe and follow our COVID rules. Please maintain social distancing, be seated whilst drinking, stay in groups less than 10 per table and only 2 at the bar at any one time. For sponsors and VIPs, please be seated with Ken and we will arrange for drinks to come to you at the table.

With no more to advise I call this meeting to a close.

Jimmy please ring the bell.

Meeting Closed at 11.50am