

# Kiama Downs Monthly Meeting Minutes



**Meeting :** Monday 2nd October 2017

**Opened :** 6:30pm

**Closed :** 8:30pm

**Next Meeting :** Monday 6 November 6:30pm

**Present :** Skip, Naida, Trina, Max, Martine, Jillian, Amanda, Jake, Tim, Sarah, Scotty

**Apologies :** Jan, Tamara, Dawn, Garry

**Reviewed Previous Minutes :**

Minutes accepted. Business arising captured below.

**Presidents Report :**

Reviewed up coming events from calendar;  
Triathlon dates have been added to calendar.

Santa Photos - Sub committee to be formed.

Open Day - Advertising (FB + Newspaper + Schools + Radio)

Open Day - BBQ Food + Roster

Open Day - Information Station / IRB Display / Giveaways (box in office) ??

Open Day - Jumping Castle

Halloween - BBQ Food + Roster

New training room - arrange for plans to be drawn up for review at next meeting (need space for 20? People + storage)

**Actions**  
**Who**                      **When**

|             |               |
|-------------|---------------|
| Naida       | Mon 06-Nov-17 |
| Naida       | Sun 08-Oct-17 |
| Skip        | Sun 15-Oct-17 |
| Skip        | Sun 15-Oct-17 |
| Jan         | Sun 15-Oct-17 |
| Skip        | Sun 29-Oct-17 |
| Skip / Josh | Mon 06-Nov-17 |

**Secretary's Report :**

Nil - Tamara USA

**Club Captains Report :**

Nil

**Treasurers Report :**

Jan emailed reports and agenda items;

Agreed to authorise payment of accounts as attached for \$9,334.13

Jan                      Mon 06-Nov-17

Agreed to transfer \$10,000 from savings to cheque account for above plus up coming expenses

Jan                      Mon 06-Nov-17

Decided to not clean carpet, but that we should replace as per action item below.

Pink rash vest pricing agreed to charge \$35 for long raglan sleeves (cost \$30) and \$30 for singlet (cost \$26)

Quote has been received for \$5,370 for new carpet tiles upstairs and additional \$850 would be charged to "pull up and dispose" of the existing carpet tiles.

Agreed to go ahead with purchase of new carpet. Will investigate alternate disposal (free on FB)

Jan                      ??

**Radio Coordinators Report :**

Jan emailed reports and agenda items;

One new radio operator and existing radio operator happy to move patrols – all patrols now have a dedicated radio operator.

Training course being organised for new operator and refresher for existing.

Requests for upgrade to radio room – new chair and larger monitor for computer. Approved Jan to arrange.

Jan                      Mon 06-Nov-17

Tree Trimming - Quote from Southern Habitat for \$1,120 to trim/hedge trees and shrubs allowing line of sight. This is the company my sons works for and he will be undertaking the work. He is a past member of the club and is used to working with the general public.

Tree Trimming - Skip to see if Council will attend to this and also restoration of pathway (no sand - exposed glass).

Skip                      Mon 06-Nov-17

**Training :**

New training calendar out and being followed with people turning up to training over last few weeks.

Jan assisting with paperwork and training of radio officers.

Have arranged Gold Medallion training for Jake.

Pain Management course on hold till course is updated.

Imogen Sanderson is chasing up her SRC certificate. Went through with SRC squad last year (Josh). Her mother has tried on several occasions to chase this up without success. She is getting frustrated and we should action ASAP.

Josh                      ASAP

Jan has sorted out old awards in office. Need to be distributed.

Skip                      Mon 06-Nov-17

**Registration :**

Registration days ran well with lots of new faces.

Currently have 161 registered for 2017/18 season (62 Juniors + 99 Seniors).

Expecting 450 so lots still to come.

May need additional resources as first couple of Nippers days.

**Nippers :**

Husky Tri well supported by cadets and nipper parents.

Branch development day well attended by KD.

Age Manager training 14/10

First Nippers 15/10

|  |               |               |
|--|---------------|---------------|
| Pontoon - agreed to purchase large pontoon for \$1,406           | Scotty / Josh | Sun 15-Oct-17 |
| Review feasibility of converting boat trailer into board trailer | Scotty / Josh | Mon 06-Nov-17 |

**Junior Club Captain :**

Retention of Juniors is a high priority for the club.

Branch is also wanting to explore how this can better be done and will have a branch position to lead this with reps from each club.

|  |      |               |
|--|------|---------------|
| Skip to put Jake forward as KD rep for junior retention at Branch. | Skip | Thu 16-Nov-17 |
| Instagram page set up.   |      |               |
| Need to put Jake on committee email list                           | Dawn | Mon 06-Nov-17 |
| Jake needs names and email addresses of cadets                     | Skip | Mon 06-Nov-17 |

**WHS :**

|   |      |               |
|---|------|---------------|
| Arrange for handrail on back inside steps to radio room to be completed (can use some of \$10k grant) | Josh | Fri 01-Dec-17 |
| Arrange for upstairs balustrade to be replaced (can use some of \$10k grant)                          | Josh | Fri 01-Dec-17 |

In general downstairs area has some level of risk with poor storage practices.

Recent clean up has alleviated immediate risk, but need an ongoing strategy to ensure a safe environment is maintained.

|  |             |               |
|--|-------------|---------------|
| Develop floor plan for downstairs area considering; safe storage of boards and rescue equipment; new training room; facility for hygienic garbage storage area | Skip / Josh | Mon 06-Nov-17 |
| Small IRB trailer lights do not work - arrange for removable lights  | Strongy     | Mon 06-Nov-17 |

**General Business :**

Some discussion re repair of old solid hull IRB (SR375) vs sale. Agreed we don't need 3 x solid hulls, so better off to sell as is rather than spend \$2k on fixing it up.

|   |         |               |
|---|---------|---------------|
| Offer SR375 for sale to members   | Naida   | Mon 06-Nov-17 |
| Offer sale of old white trailer to members  | Naida   | Mon 06-Nov-17 |
| Purchase a new microwave for kitchen (up to \$200)  | Martine | Mon 06-Nov-17 |
| Some discussion about honour board / trophies / photos for display upstairs where they can be seen. We should celebrate the considerable success stories of our club. Will make an agenda item at next meeting once people have had a chance to consider options. | Skip    | Mon 06-Nov-17 |