



## KIAMA DOWNS SLSC ANNUAL GENERAL MEETING MINUTES

**Sunday 28 July 2019**

**Meeting commenced: 10:24 am**

**Present:**

Trina Jensen  
Ken Horspool  
Jan Horspool  
Steven Guy  
Jillian Noad  
Steve Strong  
Wil Orellana

Julie Greenfeld  
Rod Parker  
Anthony Hourigan  
Lee Singleton  
Fred Siasat  
Gary Trudgett  
Brett Schweitzer

Holly Case  
Scott Case  
Scott Douglas  
Narelle Douglas  
James McDonald  
Noelene Sinclair  
Josh Douglas

**Apologies:** Bob Sinclair, Max Gunning, Martine Gunning, Doug Luckman

President Brett Schweitzer welcomed everyone.

**Previous Minutes:** Tabled. Minutes accepted as a true record.

Moved: Steve Guy Seconded: Trina Jensen

**Annual Report:** presented and Josh said the Annual Report and Financial Statement is to be sent to all members with 14 days for comment.

**Club Person of the Year:**

The Presentation Night was the evening prior and as the Club Person of the Year was absent then but present at the meeting. President Brett presented the award to Fred Siasat.

**Appreciation of Outgoing Committee:**

President Brett thanked the outgoing Committee for their efforts throughout the season and for the successes with nippers, beach and administration. He handed over to one of the Club's Life Members, Josh Douglas, for the election of office bearers.

## Election of office bearers:

All positions were declared vacant and Josh took the chair to conduct the elections.

Position	Nominee	Nominator	Nominator	Accepted & endorsed
President	Brett Schweitzer	Rod Parker	Trina Jensen	Brett Schweitzer
Vice President	Trina Jensen	Jan Horspool	Noelene Sinclair	Trina Jensen
Secretary	Noelene Sinclair	Jan Horspool	Trina Jensen	Noelene Sinclair
Treasurer	Jan Horspool	Brett Schweitzer	Noelene Sinclair	Jan Horspool
Club Captain	Josh Douglas	Ken Horspool	Trina Jensen	Josh Douglas
Vice Club Captain	Steve Strong	Steve Guy	Brett Schweitzer	Steve Strong
Registrar	Kath Boniface	Josh Douglas	Brett Schweitzer	Kath Boniface
Training Officer	Steve Guy	Trina Jensen	Garry Trudgett	Steve Guy
IRB Captain	Nathan Foster	Steve Strong	Julie Greenfeld	Nathan Foster
IRB Vice Captain	Kylie Strong	Steve Strong	Wil Orellana	Kylie Strong
Radio Officer	Noelene Sinclair	Trina Jensen	Jan Horspool	Noelene Sinclair
First Aid Officer	Max Gunning	Trina Jensen	Gary Trudgett	Max Gunning
JAC	Fred Siasat			Ratified – JAC AGM
Junior Club Captain	To be confirmed			
Publicity Officer	Fred Siasat	Gary Trudgett	Anthony Hourigan	Fred Siasat
Gear Steward	To be confirmed			
Hall Hire	Josh Douglas	Trina Jensen	Jan Horspool	Josh Douglas
Uniform Officer *	Hana Singleton	Jan Horspool	Gary Trudgett	To be confirmed
Safety Officer	Jillian Noad	Jan Horspool	Fred Siasat	Jillian Noad
Welfare Officer	Trina Jensen	Noelene Sinclair	Fred Siasat	Trina Jensen
Member Services	Gary Trudgett	Lee Singleton	Anthony Hourigan	Gary Trudgett
Bar Manager	Josh Douglas	Trina Jensen	Anthony Hourigan	Josh Douglas
Website Officer	Jan Horspool	Trina Jensen	Noelene Sinclair	Jan Horspool
Fundraising *	Rod Parker & Julie Greenfeld	Josh Douglas	Noelene Sinclair	Rod Parker & Julie Greenfeld
Delegates to Branch	Current Committee			
Solicitor	Lewis & McKinnon			
Auditor	Waldie & Co			
Public Officer	Josh Douglas	Trina Jensen	Ken Horspool	Josh Douglas

\* Uniform Officer: Amanda & Jan to assist

\* Fundraising – elected after discussions about seeking sponsorships as the form of fundraising; in the hope of raising \$10,000-\$15,000 per sponsorship.

President Brett took over the Chair and thanked outgoing and incoming Committee.

## **Special General Business:**

### Life Membership Policy

Nomination process for Life Membership was emailed out to each member. As a criteria policy it can be modified as it is outside of the Constitution. Life Membership privileges were explained and how it is recognition of service to the Club – its history and its future.

Discussion was held about the length of service of 15 years and Josh mentioned that there are other forms of recognition for service by Surf Life Saving NSW.

The motion was put that the Life Membership policy be adopted.

Moved: Josh Douglas Seconded: Steve Guy. CARRIED unanimously

### Affiliation

It is a requirement that the Club become affiliated with South Coast Branch.

The motion was put that the Club affiliate with the South Coast Branch and that the fees be paid.

Moved: Brett Schweitzer Seconded: Steve Strong CARRIED

### Budget

Jan presented the Treasurer's report & Budget:

- Not committed to spend is in blue; committed to spend is in orange
- Start of season expenses has increased – can consider these later
- IRB increased by \$2,000 for repairs
- Insurance – Council related
- Deficit of \$73,611.37
- Mandatory spending of \$31,200

Brett said it is time for discussion as when there is a loss we need to stop and challenge ourselves. We are running at a loss of \$40,000. \$167,713 in the bank; projected \$94,000 loss if we keep spending as we are and the Club will be bankrupt in 4 years. We need to discuss what to do in the coming years and need to look closely at the Budget.

Membership fees have not increased for some time. Patrol Members achieving 100% patrolling hours do not pay membership fees. Discussion took place.

It was proposed that membership fees be increased. It was mentioned that the Active Kids voucher could be used but families probably unlikely to do so. Comment made that we can add a uniform deal with the shortfall of cost.

It was proposed that membership fees be increased by \$20 for family and \$10 for others except patrol. Fees to be: Family - \$100; U6 – U8 - \$35; U8 – U14 - \$45; Associate members - \$50. Moved: Jan Horspool Seconded: Noelene Sinclair CARRIED

Building works have already been agreed to and the next work being done is the downstairs toilets.

Sunday Sippers - \$5,000 in the budget. It was suggested we need someone who has an interest in music to drive the Sunday Sippers to increase bar revenue; that community interest needs to be generated; publicity for the events; bands needed; helpers needed.

It was agreed to delete \$5,000 from the budget.

Brett suggested that we email members asking for assistance to run the Sunday Sippers with music/bands.

Competition fees – after lengthy discussion and the overall consensus that the Club would like to cover all competition fees but it isn't realistic unless fundraising such as Sunday Sippers and Santa Photos are successful; also comment about possible competition levy in membership fees; mentioned that 100% patrolling member free membership is good; patrol meal vouchers good; payment of competition fees good.

The motion was put that the Club continue to pay competition fees.

Moved: Josh Douglas Seconded: Steve Guy

CARRIED Unanimously

Mention was made of the grant received by Council to construct the "Surf Club" carpark.

Budget item: ATV – Josh said we could probably get \$5,000 for the current ATV.

The motion was put that we keep the ATV in the budget.

Moved: Jan Horspool Seconded: Josh Douglas

CARRIED Unanimously

Nippers Budget:

Gary and Anthony were present to speak on this.

Points included:

- that it is Branch requirements to have water safety rashies and skull caps
- presentation day & age championship medals necessary
- fibreglass board repairs can be reduced to \$400 to allow for free labour
- Age Managers shirts includes sponsorships and there are a lot of returning age managers so a lot can be reused so leave as is
- Age group coloured caps – Jan thinks there are plenty in stock and can delete this \$500
- Swim cans – was \$2100 – Gary & Strongy spoke of costs of making them up and Strongy believes he can do them for about \$1000; juniors to work with the IRB on this and Strongy to follow up the costings of new swim cans

Competition gear: Discussion ensued about whether it is necessary to provide each child with the gear; maybe a sponsor could be sort for this; provide one item per year to a child; clarification given of "competition" being Sydney Water, Branch and above. It was questioned if we were setting a precedent and whether gear should be provided to IRB and Strongy commented it wasn't necessary to do that. Anthony confirmed that the Junior Committee want it to remain in the budget. Budget altered to be just under \$6000.

## Uniform Budget:

- Anthony reiterated the need to push for sponsorship options
- Brett mentioned naming rights and how it comes down to someone to chase it
- Rod questioned whether there were boundaries for sponsors; it was said yet to doorknocking but not for corporate sponsorships
- Brett mentioned that the hall hire revenue took over sponsorships; Jan stated it generates approx \$35000 (and the hard work of Josh)
- It was said we need ideas such as Australia Day, Sunday Sippers and Santa photos and need people to put their hands up for fundraising and helping out
- Rod commented that it is two different roles to doorknock sponsors and organise a function and that sponsorships are a good opportunity to raise monies
- Josh commented we could bring back the Gold, Silver, Bronze sponsorships and this could be put to another meeting
- Jan commented that the Club is putting so much into our members but the members are not putting back in and we need “someone” to be the “someone” and that it is frustrating as there is so much potential
- Rod said he is happy to do the doorknocking for sponsorships and Julie said she is happy to help
- Brett said the budget can be achieved with sponsorships and that the Santa photos have been very successful. Anthony & Gary said there isn't enough guarantee that the Club can get the people power to run the Santa photos. Options mentioned like people using their own cameras and the Club provide the Santa and setup and that we also need bar services on the day. The feeling of the meeting though was to keep the Santa photos separate. It was decided to suspend discussion and discuss at a general meeting.
- Jan said we have uniform assets and that we need to push sales of uniforms and that Hana needs more help. There's approx. \$18000 in stock; we are buying the asset but not selling it. Junior Committee agrees more can be done to move uniforms and not sell items at reduced rates. Uniform sales in the draft budget changed to \$10,000 and now budget the same as last year.

## Hall Hire

- Ken proposed the increase of fees and the need to promote the use of the venue.
- Brett suggested a 10% increase; Josh said that 2020 has a number of bookings already with the rate of \$550 for non members and \$220 for members.
- Trina mentioned the venue being good for conferences.
- Josh spoke about providing catering options; that we don't provide catering but provide options to those wishing to hire from the local shops.
- Josh mentioned that the venue is not licenced if the bar is closed. About 50% of bookings use the bar.

The motion was put that the hall hire fees be increased as follows:

- \$660 for non members
- \$220 for members
- \$33 per hour day use

And that the increase applies to all new bookings that have not paid a \$50 deposit. New fees apply from 28 July 2019.

Moved: Jan Horspool Seconded: Brett Schweitzer

CARRIED

This will put hall hire up to approx \$21,000 in the budget

Brett asked those present if there was more questions concerning the budget.

Discussion ended and the motion was put to accept the budget.

Moved: Jan Horspool Seconded: Brett Schweitzer

CARRIED

Brett thanked everyone for their presence and volunteering their time.

Meeting closed at 12.54 pm

Signed:

*Josh Douglas*

*Brett Schweitzer*

Josh Douglas  
Club Captain

Brett Schweitzer  
Club President

Budget Overview on next 2 pages:

**Kiama Downs Surf Life Saving Club Inc**  
**Budget Overview: Budget 2019-2020 - FY20 P&L**  
 July 2019 - June 2020

		<i>Total</i>
<b>Revenue</b>		
Bar Income		42,000.00
Bar Expenses		-22,000.00
<b>Total Bar Income</b>	<b>A\$</b>	<b>20,000.00</b>
<b>Donations &amp; Fundraising</b>		
Australia Day		1,000.00
Donations		15,000.00
Santa Photos		4,000.00
Triathlon		8,000.00
<b>Total Donations &amp; Fundraising</b>	<b>A\$</b>	<b>28,000.00</b>
Hall Hire		21,000.00
Hall Expenses		-4,000.00
<b>Total Hall Hire</b>	<b>A\$</b>	<b>17,000.00</b>
Membership Fees		10,520.00
Patrol Service Agreement		1,000.00
Sponsorship		10,000.00
Uniform Sales		10,000.00
Uniform Expenses		-7,000.00
<b>Total Uniform Sales</b>	<b>A\$</b>	<b>3,000.00</b>
<b>Total Revenue</b>	<b>A\$</b>	<b>89,520.00</b>
<b>Expenses</b>		
Accounting Fees		1,000.00
Online Accounting Software		360.00
<b>Total Accounting Fees</b>	<b>A\$</b>	<b>1,360.00</b>
Affiliation Fees		2,000.00
App & Website		600.00
Bank charges and fees		150.00
Square Expenses		150.00
<b>Total Bank charges and fees</b>	<b>A\$</b>	<b>300.00</b>
<b>Building Improvements</b>		
Building Compliance		3,000.00
Grants - CBP		20,200.00
Kitchen Upgrade		2,000.00
Member Bathrooms Upgrade		5,000.00
PA System		6,300.00
<b>Total Building Improvements</b>	<b>A\$</b>	<b>36,500.00</b>
<b>Equipment</b>		
First Aid		2,000.00
IRB		5,000.00
IRB repair		2,000.00
<b>Total IRB</b>	<b>A\$</b>	<b>7,000.00</b>
Patrol		1,700.00
Patrol Lunches		1,500.00

<b>Total Patrol</b>	<b>A\$</b>	<b>3,200.00</b>
<b>Total Equipment</b>	<b>A\$</b>	<b>12,200.00</b>
Freight		300.00
Insurance		18,000.00
<b>Member Benefits</b>		
<b>Cadets</b>		2,000.00
<b>Christmas Party</b>		1,000.00
<b>Cocktail Party</b>		800.00
<b>Competition Entry Fees</b>		12,000.00
<b>End Of Season</b>		1,000.00
<b>Halloween</b>		500.00
<b>Presentation Night</b>		6,000.00
<b>Start of Season</b>		3,000.00
<b>Total Member Benefits</b>	<b>A\$</b>	<b>26,300.00</b>
<b>New Equipment</b>		
<b>ATV</b>		20,000.00
<b>Outside seating</b>		1,000.00
<b>Trailer Refit</b>		6,000.00
<b>Total New Equipment</b>	<b>A\$</b>	<b>27,000.00</b>
<b>Nippers</b>		5,900.00
<b>Petrol</b>		1,600.00
<b>Printing, Postage &amp; Stationery</b>		800.00
<b>Telephone &amp; internet expenses</b>		1,000.00
<b>Vehicle Registration</b>		900.00
<b>Total Expenses</b>	<b>A\$</b>	<b>134,760.00</b>
<b>Net Income</b>	<b>-A\$</b>	<b>45,240.00</b>