



Kiama Downs SLSC

Minutes

19 January 2025 4.00 pm

Meeting opened: 4.02 pm Chaired by Trina Jensen

ATTENDANCE: Cameron Mitchell, Ella Cleal Cook, Ben Woods, Polly Gazzard, Lily Gazzard, Archie Weir, Trina Jensen, Josh Douglas, Noelene Sinclair, Gary Trudgett, Rob Burke

APOLOGIES: Brett Schweitzer, Jan Horspool, Julie Greenfeld

PREVIOUS MINUTES: November minutes to be accepted

Moved: Ella Cleal Cook

Seconded: Lily Gazzard

Carried

BUSINESS ARISING FROM MINUTES: (discuss or defer to GB)

- Nil raised

COMMITTEE MEMBER REPORTS:

PRESIDENT: (Brett)

- Happy to assist with whatever needed for Australia Day

VICE PRESIDENT: (Trina) Nil to report

SECRETARY: (Noelene) Report emailed to Committee (see pages 5 & 6)

TREASURER: (Gary)

- Grant has been fully acquitted.

ASSISTANT TREASURER : (Julie) December report emailed to Committee – see page 7; January will be sent.

CLUB CAPTAIN: (Josh)

- Patrol roster updated and will be sent out
- Triathlons – 3 to go – will need water safety
- Australia Day – defer discussed to GB

VICE CLUB CAPTAIN: (Ben) Nil to report

REGISTRAR: (Keren) Nil to report

TRAINING OFFICER: (Skip) Nil to report

- Trina did mention that Skip would deserve a long holiday after the last high in numbers training of SRC & Bronze.

IRB CAPTAIN: (Nathan) Nil to report

VICE IRB CAPTAIN: (Strongy) Nil to report

RADIO OFFICER: (Ella) Nil to report

FIRST AID OFFICER: (Spencer) Nil to report

JUNIOR ACTIVITIES CHAIRPERSON: (Ben)

- Nippers dates: Start back 2/2; 9/2 nippers, 16/2 final nippers; 23/2 Branch carnival; 2/3 Presentation
- Patrols needed for nippers
- 24-26/1 Country Championships. Planned Thursday afternoon gathering from 3.00 pm to present hoodies. BBQ/salads to be organised. 23 competitors. Gary mentioned the cleaner is usually there from 2.30 pm for 2 hours but is flexible and he will shift that.
- 1/2 Trivia Night – Planning 12-15 tables of 8; 4 tables booked already. Did a social media post asking for prizes and received some offers. Mystics Mechanics and Specsavers Kiama are interested to do ongoing sponsorship for future reference. Cost for the event is \$15 per person. Discussion took place re how to handle monetary prizes; how to split prizes per table. Josh said that a percentage of the dollars raised is to go to the Club to be considered as a fundraiser. Gary noticed that \$15 being paid by Square. Josh suggested gift cards as get a receipt for that expenditure. Ben said that the girls organising can sort that. Noelene said she would email the invitation to all Members.
- Presentation 1 2 3 Podium is unsafe. Josh said he would look at it. Ben said it needs supports.
- Presents for Age Managers. Wine? Gary said that can be organised through the Club. Josh said it up to them to decide on a gift.
- Boardriders hired umbrellas for their presentation which looked good; asked thoughts on purchasing some; they can be hired with a minimum order of \$500; no idea of outright cost. Those at meeting didn't feel they were needed; no storage room; items not treated properly when stored.
- Presentation is on 2/3. Gary checked bookings and there is a wedding booked night before and will hold them to the clean up time.

JUNIOR CLUB CAPTAINS: (Polly/Archie) – Report emailed – see under

- Cadet Sleepover – question from parents if those supervising have Working With Children Checks and need for a permission slip. Group chat organised. 15 people attending movie night/sleepover Tuesday 21/1. 2 parents supervising. Gary mentioned that MyVibe (Gary) starts training at 4.45 am Wednesday morning. Gary to talk to Gary about possibility of moving him downstairs.
- Archie said there has been a lot of discussion and it was put to him about water safety and safety in floods out west and that maybe more signage is needed to assist visitors to know when/where to swim. Discussion took place about the ideas people have about swimming between and not between the flags. Josh and Archie to work together on this. Josh said he has spoken with Council re the dog off leash area and what can be done to limit this area as people think this is the place to swim as a lot of people take their dogs there.

PUBLICITY OFFICER: (Jess) Nil to report

GEAR STEWARD: (Ben/Cameron) Nil to report

HALL HIRE: (Gary)

- Bookings busy. Realise it is a surf club but there has been a lot of sand. Patrol members are encouraged to use the back stairs to the radio room. Professional clean done recently and paid for by a hall hirer due to excessive mess on carpet.

UNIFORM OFFICER: (Jan) – Report emailed:

All swimwear is now to be purchased via Fashion Fish. A link will be set up within our online store which will direct our members to the Fashion Fish website.

We still have a supply of Sunglasses, drink bottles and Sun Safe Jackets. These items are not popular. I would like permission to sell all old stock for \$1 (Sunglasses) \$10 (jackets) and \$5 (drink bottles) at the Nippers end of year function. Going forward, the only items to be held in stock will be Rash Shirts, Competition Singlets, Competition Caps and Trucker Caps as per the Uniform Policy.

All country Championship Hoodies are ready for collection. OnPrint is awaiting payment of the balance of the invoice. Once paid, I will organise collection from the OnPrint store in Gerringong.

- Motion: That items in uniform storage be sold off at Nippers Presentation. \$1 for sunglasses; 10 for wet weather jacket; \$5 drink bottles:
Moved: Jan Horspool Seconded: Josh Douglas Carried

SAFETY OFFICER: (Adam) Nil to report

WELFARE OFFICER: (Trina)

- Reached out to those involved in the recent rescue southern end of Jones Beach. Person was in hospital and made a recovery.

MEMBER SERVICES: (Lily) – Nil to report

MEMBER PROTECTION INFORMATION OFFICER: (Trina) Nil to report

BAR MANAGER: (Josh)

- Thanks to those who help out. Have 30 RSA on the list but not all can help; have asked those who can't to notify to take off list. Cameron said he is just waiting on his certificate and happy to help. Noelene mentioned that Gerringong Football Club is hosting an RSA course this Wednesday for \$160 4.00 pm-10 pm. Cameron said he paid about \$120.

WEBSITE OFFICER: (Wil)

- Question put asking how updates to the website were going.
- Noelene mentioned having emailed Wil for updates to be done with the minutes; he must be away
- Those in attendance are keen for an updated website; Gary said money has been allocated; Ben said that Aaron Oswald is happy to assist as he does that for his work. Josh mentioned IT Base Camp can do it at a reasonable cost. Gary said he'd like to see an automated flow of organising hall hire. Noelene said she'd like updated admin/minutes section. Last minutes indicates Wil was to chase up Base Camp. Gary to make a list of what he would like; others to do the same. Noelene to contact Wil to check on his progress.

PUBLIC OFFICER: (Josh) Nil to report

GENERAL BUSINESS:

- Rob had a request for a hall hire and spoke with Gary about this. He commented on the roof job and how good it looks. Last year his granddaughter had a problem between the flags getting caught in a rip. He highlighted that the flags can be moved; that the tide changes should be monitored. Josh to tell Patrol Captains.
- Cameron asked about the door handle for the buggy – Josh said he has it and it is ready to go on.
- Ben reported on the Friday @ The Surfie and said it went well in inclement weather; pizza van cancelled due to wind but in hindsight could have set them up on the northern side of the building. Aaron Oswald (One Man Band) performed. Penny booked in for Friday 24/1 and pizza van. Trina asked are Sundays @ not on anymore. Josh said that he can't get people to run it.
- Josh asked if someone tried to sign into the Square; Gary had and Ben had tried.
- Australia Day – request Jess to push the event on social media; other organisations have already done so. The Gadhungal Marring organisation can do a Welcome to Country and Smoking Ceremony for \$1500. Waiting to hear back from Aunty Gwenda if she can organise anything. It was agreed to go ahead with the payment; noting we haven't paid anything the last 2 years but it may not have the dancers. 6.30 am BBQ starts and need help to set up on the morning. Roster to be sent out. Cadets to consider running the beach/road games. Prizes are available from Toyworld, Golf Club, Gainsborough Takeaway, gift vouchers and Aus Day items to be purchased probably \$50-\$100.

Meeting closed: 5.05 pm

Next Club Meeting: Sunday 16 February 2025 (every 3rd Sunday of the month)
Zoom can be made available, please advise if you require it.

KDSLSC - Secretary Report – December 2024/January 2025

Incoming post office mail:

- ATV registration papers 5768M – paid \$176 & confirmation letter
- Kiama Council re change in bin recycle collection days. From 5/2 collection day will move to Wednesdays.

Emails:

South Coast Branch

- Request for help with SEMS.
- Branch Meeting notices 16/11; 16/12
- Education and Rescue Service report
- Club Annual Report 2023-2024 with financials emailed
- Festive season wishes from President Shane Wicks

SLSNSW

- Club Mail
- SLSNSW Annual Report 2023-2024
- Emerging Leaders Program: Confirmation of application for Ben McAlister to attend and payment of \$300 confirmed.
- NSW Gov Community Building Partnerships 2025 Guidelines
- January Executive Training Schedule and Club Executive Calendar
- Call for Nominations for SLSNSW Awards of Excellence Panel
- Upcoming delivery of SAR Kits as Part of the Beach Safety Equipment Fund (kit received)
- RWC Operator Nominations for 2025 NSW Country Championships at Warilla Barrack Point 24-26 January
- Aus Gov Stronger Communities Program Rd 9 – EOIs open
- SLSNSW Emergency Call Out Team Training Day EOI

Premier's Department:

- Local Small Commitments Allocation Grant Program – confirming acquittal of project.

Kiama Council:

- Email to Emily Vaughan forwarded to Michelle Richardson asking if the Club will be provided with a Woolworths Gift voucher for Australia Day.

KDSLSC:

- Email to Aunty Gwenda Jarrett re Smoking Ceremony/Welcome to Country and indigenous dancers availability; quote received for \$1500 from Minnie from **Gadhungal Marring**.
- Email from Esther, Known Designs offering gift vouch for Nippers fundraiser
- Jan re hooded tops for Country Championships; Executive approval given on design and purchase for competing members.
- Ben re nippers calendar: Nippers parents social night - February 1; Nippers restart - February 2; Club Champs Round 3 - February 2; Last nippers for season - February 16; Branch Carnival- February 23; Nippers Presentation - March 2
- Strongy re Georgie Thomas competition transfer – acted on.
- Ben re twilight nippers and Christmas Party
- Invite sent to all members for Christmas Party

- Email to patrol members to cover Christmas Day.
- Report from Treasurer for December meeting (no meeting was held)
- Junior Lifesaver of the Year nominations – Polly Gazzard & Eli Quinn
- Membership and Active Kids voucher enquiries referred to Keren and acted upon

Australia Day preparation: Sunday 26 January

- Discussion with Josh re preparations for food purchases; road closures; need for volunteers roster for set up/down/BBQ; organisation of novelty games; prizes for novelty games; indigenous welcome/dancers.
- Josh ordering BBQ food as usual; fruit cups (looking at fruit salad instead of cutting up fruit)
- Noelene to purchase Woolworths items as usual
- Gift vouchers – Noelene has 5 x \$20 vouchers from Toyworld; Adrian from Gainsborough Takeaway has offered \$30 voucher and IGA to reply to request. Josh to ask Kiama Golf Club. Noelene to purchase Australia Day items for prizes ie tattoos/hats/beach balls.

Any questions or if you wish further information regarding any email, please email secretary@kiamadownssurf.com and I will provide. Thanks! Noelene

Treasurer's Report – December 2024

Items from November Meeting:

1. Nil

Bank Accounts and Accounting as at 10th December 2024:

1. Savings Account Balance **\$153,321**.
2. Capital Expenditure Account Balance **\$1,796**
3. Cheque account has a balance of **\$41,567**
4. Refer attached report for Actuals vs Budget year to date
5. Refer attached report for Profit and Loss year to date
6. Mail In: Invoices associated with expenses paid (via email)
7. Accounts paid 12th November – 10th December 2024 total **\$3307.02** - refer attached Bill Payment List for details and breakdowns of large expenditure items.

Other items for management awareness:

1. Outstanding Invoices have been submitted to Elite Energy for Kiama Triathlon and Huskisson Triathlon on 10th December.
2. CLEG Invoice for release of Surf Club Order – received and GST costs have been paid.
3. Santa Photos have so far raised \$2,725 !

Profit and Loss

Kiama Downs Surf Lifesaving Club Inc For the year ended 30 June 2025

2025

Trading Income

Bar Sales	10,620.49
Hall Hire Sales	15,952.85
Interest Income	852.83
Membership	2,595.00
Other Revenue	2,548.49
Prizes	(3,000.00)
Square Discounts	(269.54)
Square Sales	(3.73)
Training	3,766.36
Triathlons	6,650.00
Uniform Sales	2,692.41
Total Trading Income	42,405.16

Gross Profit

42,405.16

Other Income

Donations	1,100.00
Fundraising	2,754.28
Grants - SLSA	10,000.00
KMC Patrol Service Agreement	1,000.00
Total Other Income	14,854.28

Operating Expenses

Affiliation & Licensing Fees	1,484.64
Applications and Website	120.17
Bank Fees	85.72
Bar Expenses	5,111.23
Building Improvements	23,897.52
Cleaning	2,833.93
Competition Entry Fees	3,943.77
Consulting & Accounting	1,130.00
First Aid	548.57
Freight & Courier	69.54
Fuel & Motor Maintenance	253.31
General Equipment (under \$1k)	417.23
Hall Hire Expenses	1,940.11
Insurance	16,907.40
IRB Equipment and Repairs	281.06
Member Social Events	4,697.12
New Equipment (over \$1k)	(3,000.00)
Office Expenses	1,024.08
Online Accounting Software	286.38

2025

Patrol Equipment (under \$1k)	3,020.78
Patrol Lunches	720.28
Repairs and Maintenance	1,702.49
Square Fees	463.11
Telephone & Internet	431.75
Uniforms and Apparel	1,284.87
Total Operating Expenses	69,655.06

Net Profit	(12,395.62)
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Payable Invoice Summary

Kiama Downs Surf Lifesaving Club Inc

For the period 12 November 2024 to 10 December 2024

Status contains Paid

INVOICE DATE	CONTACT	REFERENCE	GROSS	GST	COST CENTRES
14 Nov 2024	Square	Surf Club Square and Other Fees on 14 November 2024	24.42	2.22	Management & Administration
14 Nov 2024	Telstra Corporation	Nov 24	94.99	8.64	Management & Administration
15 Nov 2024	Square	Surf Club Square and Other Fees on 15 November 2024	4.62	0.42	Management & Administration
16 Nov 2024	Square	Surf Club Square and Other Fees on 16 November 2024	16.72	1.52	Management & Administration
16 Nov 2024	Gainsborough Takeaway	16/11 and 17/11	80.00	-	Surf Patrol
17 Nov 2024	Square	Surf Club Square and Other Fees on 17 November 2024	0.11	0.01	Management & Administration
17 Nov 2024	Jan Horspool	90913	106.10	9.65	Nippers
18 Nov 2024	Anne Gardener	061689606	150.00	-	Management & Administration
18 Nov 2024	Square	Surf Club Square and Other Fees on 18 November 2024	4.54	0.41	Management & Administration
19 Nov 2024	Square	Surf Club Square and Other Fees on 19 November 2024	1.76	0.16	Management & Administration
20 Nov 2024	Square	Surf Club Square and Other Fees on 20 November 2024	1.76	0.16	Management & Administration
22 Nov 2024	Square	Surf Club Square and Other Fees on 22 November 2024	0.88	0.08	Management & Administration
23 Nov 2024	Square	Surf Club Square and Other Fees on 23 November 2024	1.10	0.10	Management & Administration
24 Nov 2024	Square	Surf Club Square and Other Fees on 24 November 2024	3.08	0.28	Management & Administration
25 Nov 2024	Square	Surf Club Square and Other Fees on 25 November 2024	0.88	0.08	Management & Administration
26 Nov 2024	Surf Lifesaving Australia (SLSA)	21887	1,001.86	91.08	Surf Patrol
27 Nov 2024	Square	Surf Club Square and Other Fees on 27 November 2024	16.14	1.47	Management & Administration
28 Nov 2024	Square	Surf Club Square and Other Fees on 28 November 2024	8.15	0.73	Management & Administration
28 Nov 2024	Anne Gardener	061689610	125.00	-	Management & Administration
29 Nov 2024	Square	Surf Club Square and Other Fees on 29 November 2024	3.96	0.36	Management & Administration
30 Nov 2024	Gainsborough Takeaway	30/11 and 1/12	90.00	-	Surf Patrol
1 Dec 2024	Square	Surf Club Square and Other Fees on 01 December 2024	8.37	0.76	Management & Administration
2 Dec 2024	Stephen Strong	LWC 2024	1,174.89	106.81	IRB Team
2 Dec 2024	Square	Surf Club Square and Other Fees on 02 December 2024	2.09	0.17	Management & Administration
3 Dec 2024	Square	Surf Club Square and Other Fees on 03 December 2024	1.54	0.14	Management & Administration
8 Dec 2024	Square	Surf Club Square and Other Fees on 08 December 2024	25.36	2.38	Management & Administration
9 Dec 2024	Square	Surf Club Square and Other Fees on 09 December 2024	1.90	0.15	Management & Administration
9 Dec 2024	Xero Australia Pty Ltd	INV-39880347	52.50	4.77	Management & Administration
10 Dec 2024	One Music Australia	APAU-000008092	304.30	27.66	Management & Administration
Total			3,307.02	260.21	

Cadet Camp out 2025

Questions from parents:

Will there be a permission slip for the parents to sign?

Do the supervisors have their working with children qualifications?

Food Plan:

- Dinner - Pizza from dominos
- Supper/Desert - Ice cream bar with toppings and lollies
- Breakfast - Bacon + Egg rolls, fruit platter (Backup option, fruit muffins, yoghurt muesli)

*Slushie and popcorn machine, fizzy drink ??

The plan

Night 1 - Tuesday the 21st

- Arrive 4:30pm
- Divide into teams for activities

Games:

- Volleyball
- Badminton
- Basketball/Shooting games
- Tug of war
- Hoola hoop snake
- Three-legged race, relay

- Dinner - Pizza
- Movie/Chill
- Desert/Supper - Ice cream bar
- Set up beds/sleeping arrangements

Day 2 - Wednesday the 22nd

- Morning swim and walk on the beach
- Breakfast - Bacon and egg rolls, fruit, juice (Adam Weir has volunteered to cook bbq)
- Pack up bedding
- Head down to the beach for games - cricket, footy
- That is the end of planned activities

Shopping list

Food:

- Bread rolls
- Eggs
- Bacon
- Fruit
- Juice
- Sauce
- Ice cream and topping
- Pizza order (Gary)

Equipment

- Volleyball set (rebel)
- Beach tag set (Isla Downes)
- Hoola Hoops
- Basketball (ask on chat)
- Footy (ask on chat)
- Ribbons/headbands for team colours (Ronnies)
- Straps three-legged race