



Kiama Downs SLSC

AGENDA

20 July 4.00 pm

Meeting opened: 4.02pm

ATTENDANCE: Gary Trudgett, Trina Jensen, Josh Douglas, Brett Schweitzer, Jan Horspool

APOLOGIES: Noelene Sinclair, Bob Sinclair, Ben McAlister, Julie Orelliana

PREVIOUS MINUTES: June minutes to be accepted

Moved: Gary

Seconded: Trina

Carried

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

- Nil

COMMITTEE MEMBER REPORTS:

PRESIDENT: (Brett) Nil

VICE PRESIDENT: (Trina) Nil

SECRETARY: (Noelene) Report emailed to Committee – see pages 4 & 5

TREASURER: (Gary) Report emailed to Committee – see page 6

- We have had a meeting with Accountant
- Accountant has everything he needs
- Accountant is confident that he will get it back by AGM
- Stocktakes and depreciations were supplied
- Budgets for next season are being worked on

ASSISTANT TREASURER : (Julie) Report emailed to Committee

CLUB CAPTAIN: (Josh)

- 100% Patrol attendance
 - This has been sent to members that have gained 100% patrol attendance
- Gear Inspection
 - Sunday 31st August
 - Need all gear ready

- 1st aid equipment has been checked, need some items ordered
- Radio servicing
 - Monday 25th August
- Defib and Oxy service
 - Date TBA.
 - Hopefully Monday 25th
- Patrols start
 - 27th September 2025
- Lifesaving CPR
 - A more improved CPR for all members to learn
 - It has a better success rate
 - More information to come
- Old ARTC
 - These awards will expire at the end of this coming season.
 - Will need to update all these members this season
- New SLSA Strategic plan
 - It would be good to try to align our club operations with this
- New training officers course starting soon if anyone is interested
- UAV's
 - Is anyone interested in becoming the UAV coordinator for our club?
- Club Compliance circular released
 - We will need to start working on the required information
- Peer Support and Wellbeing Officer
 - There is a need for more people here.
 - Is anyone interested in the Club or Branch positions
- Emergency Call Out Team (ECOT)
 - Need to look at more members here
 - At last 2 callouts, only 2 members attended
 - There is more training coming up

VICE CLUB CAPTAIN: (Ben) Nil

REGISTRAR: (Keren) Nil

TRAINING OFFICER: (Skip) Nil

IRB CAPTAIN: (Nathan) Nil

VICE IRB CAPTAIN: (Strongy) Nil

RADIO OFFICER: (Ella) Nil

FIRST AID OFFICER: (Spencer) Nil

JUNIOR ACTIVITIES CHAIRPERSON: (Ben) Nil

JUNIOR CLUB CAPTAIN: (Polly/Archie) Nil

PUBLICITY OFFICER: (Jess) Nil

GEAR STEWARD: (Ben/Cameron)

- Will work on getting equipment ready for gear inspection

HALL HIRE MANAGER: (Gary) Nil

- Comments about carpet cleaning from regular hirers

UNIFORM OFFICER: (Jan)

- Sourcing a Club jersey
 - They have a minimum order of 10
 - We have had issues with minimum orders in the past
 - We will send email to members to see if they would like to purchase with an end date at AGM

SAFETY OFFICER: (Adam) Nil

WELFARE OFFICER: (Trina) Nil

MEMBER SERVICES: (Lily) Nil

MEMBER PROTECTION INFORMATION OFFICER: (Trina) Nil

BAR MANAGER: (Josh)

- A few shifts have occurred, thanks to the helpers

WEBSITE OFFICER: (Wil) Nil

PUBLIC OFFICER: (Josh) Nil

GENERAL BUSINESS:

- SLS Australia National Insurance Program Renewal Declarations - due 1/10 – Gary to look at it
- Presentation night
 - Friday 15th August
 - Helpers – Julie, Trina has offered to help
 - Cocktail themed night
 - Food like last year, investigate caterers to serve and cleanup
 - Need a run sheet for night
 - Like last year's run sheet
- Branch Youth Forum
 - Sunday 10th 9am-12pm
 - Ages 15 – 30 year olds
- Branch AGM
 - Monday 18th August 7pm at Nowra Office
 - Brett and Gary to be Kiama Downs delegates

Meeting closed: 4:36 pm

Next Club Meeting: Sunday 17 August AGM

SECRETARY'S REPORT - JULY 2025

Emails received:

Club Grants Category 3 Infrastructure Grants now open - up to \$300,000

SLSNSW

- * PSAR36 Curriculum Review Working Group - EOI form
- * Club Mail
- * Upcoming SLSNSW Emergency Call Out Team Forums - registration - 11/10 Mercure Gerringong
- * 2026 Australian of the Year Awards nominations
- * Compliance Circular 2025-2026 season - Phase 1 deadlines 29/8 & 12/9; Phase 2 deadline 31/10 - TO BE ACTIONED
- * New hub for Members launched
- * Club Management resources released - Executive Calendar and Club Executive Training schedule
- * SLS Australia National Insurance Program Renewal Declarations - due 1/10 - TO BE ACTIONED

South Coast Branch

- * Director of Education - Youth Engagement in SC Branch - Youth Membership conference 10/8 9.00 to 12.00 noon at SC Branch Office, Nowra. Email sent to all members aged 15 - 30 years.
- * Row for Mental Fitness: Gotcha4Life 24 Hour Row - Info session 10/7 and event in September
- * Shoalhaven Entertainment Centre - info re play "Shore Break" - August
- * July Board of Lifesaving meeting 7/7
- * Branch Council Teams Meeting and call for Agenda items - 21/7
- * Notification of and election form for SC Branch - 18/8 7.00 pm at SC Branch Office closing date for nominations 11/8.

KDSLSC

- * Jan re sourcing a Club jersey – TO BE ACTIONED
- * Invitations to Club Presentation Night emailed to Fiona Phillips MP & Gareth Ward MP. Both have accepted to attend. Need to advise them of what role they may be required to do on the night and who will be performing the Acknowledgement or Welcome to

Country. Please let Noelene know this so that the MPs may be notified. TO BE ACTIONED

- * Lleyton Hughes re IRB story for Bugle - Strongy contacted him

- * Strongy re State Awards of Excellence tickets - referred to Josh and he has sent email to members

- * Meeting notices to Committee & all Members for 20 July, Presentation Night 15/8 6:00 pm & AGM 17/8 10:00 am

- * Josh re 100% patrol attendance awards

Treasurer's Report – July 2025

Items from July Meeting:

1. Nil

Bank Accounts and Accounting as at 16th July 2025:

1. Savings Account Balance **\$154,269.**
2. Capital Expenditure Account Balance **\$1,802**
3. Cheque account has a balance of **\$41,394**
4. Refer attached report for Actuals vs Budget year to end FY2025.
5. Refer attached report for Profit and Loss year to end FY2025
6. Mail In: Invoices associated with expenses paid (via email)
7. Accounts paid 13th June to 10th July 2025 total **\$5,215** - refer attached Bill Payment List for details and breakdowns of large expenditure items.

Other items for management awareness:

1. EOFY tasks completed in Xero and reports prepared for Accountant
2. Appointment with Steve at Norris Accounting, 15th July completed. Reviewed Depreciation Report items and Grants in preparation for the Financials to be prepared prior to AGM.

In Summary for FY25.

	<u>Budget</u>	<u>Actual</u>
Income (Trading)	\$84,540	\$113,854
Income (Grants/Fundraising/Donations)	\$30,276	\$28,389
Operating Expenses	\$185,640	\$161,605
Net Profit	(\$40,824)	(\$19,261)

Payable Invoice Summary

Kiama Downs Surf Lifesaving Club Inc For the period 13 June 2025 to 10 July 2025

Status contains Paid

INVOICE DATE	CONTACT	REFERENCE	GROSS	GST	COST CENTRES
13 June 2025	Toby Byron	RSA Reimbursement	130.53	11.87	Hall Hire
13 June 2025	Square	Surf Club Square and Other Fees on 13 June 2025	1.10	0.10	
14 June 2025	Square	Surf Club Square and Other Fees on 14 June 2025	7.48	0.67	
14 June 2025	Telstra Corporation	K 368 377 651 Acc	114.99	10.45	Management & Administration
17 June 2025	Square	Surf Club Square and Other Fees on 17 June 2025	20.24	1.84	
19 June 2025	Anne Gardener	061689660	300.00	-	Management & Administration
19 June 2025	Surf Lifesaving NSW	001435	1,187.95	108.00	IRB Team
20 June 2025	Surf Lifesaving NSW	001451	1,033.00	93.91	IRB Team
22 June 2025	Square	Surf Club Square and Other Fees on 22 June 2025	1.10	0.10	
24 June 2025	Square	Surf Club Square and Other Fees on 24 June 2025	10.80	0.98	
27 June 2025	Surf Lifesaving NSW	INV-0175	1,104.00	100.36	Management & Administration
28 June 2025	Square	Surf Club Square and Other Fees on 28 June 2025	3.30	0.30	
30 June 2025	Surf Lifesaving NSW	001554	981.35	89.21	IRB Team
1 July 2025	Square	Surf Club Square and Other Fees on 01 July 2025	1.10	0.10	
2 July 2025	South Coast Branch NSW Surf Life Saving Australia Inc.	INV-0175	1,104.00	-	Management & Administration
2 July 2025	Square	Surf Club Square and Other Fees on 02 July 2025	3.30	0.30	
3 July 2025	Surf Lifesaving NSW	Incorrect Payment	(1,104.00)	-	IRB Team
4 July 2025	Kiama Municipal Council	108528	160.00	14.55	Management & Administration
5 July 2025	Anne Gardener	061689666	150.00	-	Management & Administration
7 July 2025	Square	Surf Club Square and Other Fees on 07 July 2025	2.43	0.22	
9 July 2025	Square	Surf Club Square and Other Fees on 09 July 2025	3.30	0.30	
Total			5,215.97	433.26	

Budget Vs Actuals

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

	ACTUAL	BUDGET	VARIANCE
Trading Income			
Bar Sales	48,582.89	35,400.00	13,182.89 ↑
Hall Hire Sales	30,511.72	22,200.00	8,311.72 ↑
Interest Income	1,806.38	2,220.00	(413.62) ↓
Membership	2,652.50	-	2,652.50 ↑
Other Revenue ¹	4,858.49	-	4,858.49 ↑
Square Discounts	(559.54)	-	(559.54) ↓
Square Sales	2,408.50	-	2,408.50 ↑
Triathlons	19,350.00	19,200.00	150.00 ↑
Uniform Sales	3,236.96	5,520.00	(2,283.04) ↓
Training	4,006.36	-	4,006.36 ↑
Prizes ²	(3,000.00)	-	(3,000.00) ↓
Total Trading Income	113,854.26	84,540.00	29,314.26
Gross Profit	113,854.26	84,540.00	29,314.26
Other Income			
Donations	4,662.60	3,600.00	1,062.60 ↑
Fundraising	3,727.28	3,480.00	247.28 ↑
Grants	-	9,996.00	(9,996.00) ↓
KMC Donation (3 Year Rotation)	-	3,600.00	(3,600.00) ↓
KMC Patrol Service Agreement	1,000.00	1,200.00	(200.00) ↓
Grants - SLSNSW	8,000.00	7,200.00	800.00 ↑
Grants - KMC	1,000.00	1,200.00	(200.00) ↓
Grants - SLISA	10,000.00	-	10,000.00 ↑
Grants - NSW Govt	-	30,000.00	(30,000.00) ↓
Total Other Income	28,389.88	60,276.00	(31,886.12)
Operating Expenses			
Affiliation & Licensing Fees	3,212.64	3,840.00	(627.36) ↓
Applications and Website	120.17	5,640.00	(5,519.83) ↓
Bank Fees	93.61	-	93.61 ↑
Bar Expenses	29,093.45	13,200.00	15,893.45 ↑

	ACTUAL	BUDGET	VARIANCE	
Building Improvements	31,680.70	54,960.00	(23,279.30)	↓
Cleaning	5,670.74	4,680.00	990.74	↑
Competition Entry Fees	13,823.69	12,000.00	1,823.69	↑
Consulting & Accounting	1,370.00	1,200.00	170.00	↑
First Aid	548.57	1,200.00	(651.43)	↓
Freight & Courier	69.54	1,560.00	(1,490.46)	↓
Fuel & Motor Maintenance	548.15	1,200.00	(651.85)	↓
General Equipment (under \$1k)	3,932.72	1,200.00	2,732.72	↑
General Expenses	211.03	-	211.03	↑
Hall Hire Expenses	971.81	1,620.00	(648.19)	↓
Insurance	16,907.40	16,800.00	107.40	↑
IRB Equipment and Repairs	1,104.33	3,600.00	(2,495.67)	↓
Member Social Events	10,362.56	11,280.00	(917.44)	↓
New Equipment (over \$1k)	17,226.36	28,800.00	(11,573.64)	↓
Office Expenses	1,707.02	1,200.00	507.02	↑
Online Accounting Software	572.76	900.00	(327.24)	↓
Patrol Equipment (under \$1k)	3,409.83	2,400.00	1,009.83	↑
Patrol Lunches	1,802.47	2,640.00	(837.53)	↓
Printing & Stationery	-	240.00	(240.00)	↓
Repairs and Maintenance	3,870.62	7,200.00	(3,329.38)	↓
Square Fees	1,248.52	1,080.00	168.52	↑
Telephone & Internet	1,140.65	1,560.00	(419.35)	↓
Uniforms and Apparel	10,328.85	5,040.00	5,288.85	↑
Vehicle Registration	477.64	600.00	(122.36)	↓
Total Operating Expenses	161,505.83	185,640.00	(24,134.17)	
Net Profit	(19,261.69)	(40,824.00)	21,562.31	

1. KMC Insurance Refund

2. Equipment won at Competitions

Profit and Loss

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

2025

Trading Income

Bar Sales	48,582.89
Hall Hire Sales	30,511.72
Interest Income	1,806.38
Membership	2,652.50
Other Revenue	4,858.49
Prizes	(3,000.00)
Square Discounts	(559.54)
Square Sales	2,408.50
Training	4,006.36
Triathlons	19,350.00
Uniform Sales	3,236.96
Total Trading Income	113,854.26

Gross Profit

113,854.26

Other Income

Donations	4,662.60
Fundraising	3,727.28
Grants - KMC	1,000.00
Grants - SLSA	10,000.00
Grants - SLSNSW	8,000.00
KMC Patrol Service Agreement	1,000.00
Total Other Income	28,389.88

Operating Expenses

Affiliation & Licensing Fees	3,212.64
Applications and Website	120.17
Bank Fees	93.61
Bar Expenses	29,093.45
Building Improvements	31,680.70
Cleaning	5,670.74
Competition Entry Fees	13,823.69
Consulting & Accounting	1,370.00
First Aid	548.57
Freight & Courier	69.54
Fuel & Motor Maintenance	548.15
General Equipment (under \$1k)	3,932.72
General Expenses	211.03
Hall Hire Expenses	971.81
Insurance	16,907.40
IRB Equipment and Repairs	1,104.33
Member Social Events	10,362.56

2025

New Equipment (over \$1k)	17,226.36
Office Expenses	1,707.02
Online Accounting Software	572.76
Patrol Equipment (under \$1k)	3,409.83
Patrol Lunches	1,802.47
Repairs and Maintenance	3,870.62
Square Fees	1,248.52
Telephone & Internet	1,140.65
Uniforms and Apparel	10,328.85
Vehicle Registration	477.64
Total Operating Expenses	161,505.83
Net Profit	(19,261.69)