



## Kiama Downs SLSC

### Minutes – 21 September 2025

**Meeting opened:** 4.11 pm

**Attendance:** Ben McAlister, Ben Woods, Skip Guy, Polly Gazzard, via Teams; Julie Greenfeld, Will Orellana, Josh Douglas

**Apologies:** Archie Weir, Bob Sinclair, Noelene Sinclair, Trina Jensen, Brett Schweitzer

Previous Meeting minutes not sent out, to be confirmed/tabled and sent out prior to next meeting.

#### **Committee Reports:**

**Secretary** – emailed – see pages 3 & 4

**Treasurer** – emailed – see page 5 onwards

**Assistant Treasurer** – Question on Kiama Council Patrol Agreement and grant received as part of the Patrol Agreement.

**Club Captain** – Gear inspection went well, Patrol captains meeting held to discuss for season ahead, Patrol roster has been sent out, with a final/more polished version to be sent out this week then loaded into surf guard.

**Vice Captain** – Nil

**Training Officer** – Training meeting being held directly after committee meeting to discuss training needs for the season ahead and put a plan together.

**Radio Officer** – Skip mentioned that Ralph Steel may be suitable for the role and will approach him.

**JAC** – Report sent, 49 Registrations, 40 Proficiencies have been done. Confirmed with Scotchy RE times for start of patrol when nippers is on. Question about Age managers and membership fee and if this was discounted in the past. Ben had discussed with Gary on what was approved previously. Comments that age managers are supporting their kids doing nippers for 2 hours once a week, patrol members who receive discounted membership are giving up a whole day each month to provide a service for the community.

**Junior Club Captain** – South Coast Youth Camp being organised by Branch for 1<sup>st</sup> November.

**Publicity** – Conversation around who should have access to the clubs social media pages. Discussion that should only be Publicity officer, executive members and any approved club member. Further discussion to be had.

**Gear Steward** – Nothing further to add from Club Captains report.

**Hall Hire** – Nothing to report

**Uniform Officer** – Discussion about uniform to be provided for competition members. Agreed that each teams to be provided separate uniform due to the differences in the sports. Discussion held around how to fund the uniform and also around funding of competition fees. Ben M to pull some figures together around competition fees and what a “Competition Levy” may look like.

**Safety Officer** – Nothing to report.

**Welfare Officer** – Nothing to report.

**Member Services** – Nothing to Report

**MPIO** – Nothing to Report

**Bar Manager** – Approaching more people to assist through paying for members to complete their RSA. How can we better communicate the clubs needs for bar staff for events? We constantly are seeing the same members help at the bar and are staring down the line of having to pay staff to run the bar.

**Website Officer** – Website updates that have been requested have been completed.

**Public Officer** – Nothing to report

### **General Business**

- Club calendar, All areas to provide keys dates back to Secretary so that can be updated on club calendar and shared on socials/websites etc.
- Grant Opportunity – Deck Proposal with council working through if it is feasible.
- Uniform ideas – refer to Uniform Officer section.
- Purchase and lay pavers – Ben M to organise pavers for Nathan Foster, Archie Weir, Josh Douglas for their State Awards.
- Ideas for updates to honour board in entry way. To be discussed further.
- Julie discussed around members who are renewing their membership under 100% patrol. A few members have renewed their membership as 100% patrol members however haven't patrolled for KD before as they are competition members only.
- Training fees – Candidates not to be assessed until their fees have been paid.

Meeting Closed 5:21pm

## Secretary's Report – August/September 2025

Incoming Correspondence:

Australia Post:

Emails:

South Coast Branch

- Director of Education re bringing clubs together and engaging younger members and Youth membership conference 10/8
- Agenda and documents for Branch meeting 21/7 & AGM 18/8
- BOL minutes and important dates
- Request for Surfguard access list (list provided: Training Officer, Secretary, IRB Manager, Registrar & JAC)
- Lifesaving CPR
- Director Education – 1<sup>st</sup> Aid and ART training 28/9

SLSNSW

- Administration Workshop Pre-season webinar
- August Club Executive Training schedule
- Fundraising Site Rollouts
- Club Insurance webinar 7/8
- SurfGuard Training webinar 14/8
- Club Management Induction webinar 21/8
- Privacy and Data Management webinar 28/8
- Child Safe Introduction webinar – 11/9
- BSEF information for 2025-2026
- Invitation to join the pilot partner club patrol relief program; if Club is interested, need to reply to Gabby Trotter by 22/9.
- Volunteer Leadship Webinar 24/9
- Member Wellbeing and Support Webinar 25/9
- Australian Sports Commission Local Sporting Champions Program Round 2 – closes 31/10.
- NSW Office of Sport Surf Club Facility Program – depending on what apply for closing dates are 20/10; 10/11 or 10/11. Are we ready to apply for funding for the proposed deck?

Kiama Council

- Craig Bowley re copy of past season patrol roster to allow acquittal of \$1000 patrol grant. (Sorted)
- Lance Barrie re Australia Day grant and request to speak with Club rep (Sorted)

## Miscellaneous

- Pontoon Gear (forwarded to Uniform Officer)

## Club

- Nomination for Assistant Treasurer – Julie Greenfeld; nomination for Secretary – Noelene Sinclair
- Notice of Presentation Night and AGM
- Draft Budget and Annual Report
- Social media access (need to confirm who to have access)
- List of 2025-2026 Committee
- Uniform Officer re uniform ideas
- Signed 2024-2025 financials; membership pricing; gear inspection; updating of website with membership details
- SLSA National Insurance Program renewal declaration (Gary submitted)
- Website updates with membership renewal information; updated Committee list and Patrol roster
- Membership renewal information, Club meeting information on FaceBook

## **Treasurer's Report – September 2025**

Items from July      Meeting: ( no meeting in August due to AGM )

1. Nil

Bank Accounts and Accounting as at 15<sup>th</sup> September 2025:

1. Savings Account Balance **\$154,450.**
2. Capital Expenditure Account Balance **\$1,802**
3. Cheque account has a balance of **\$42,405**
4. Actuals vs Budget year report is not yet available.
5. Refer attached report for Profit and Loss current FY\*  
\*Membership monies have not yet been reconciled.
6. Mail In: Invoices associated with expenses paid (via email)
7. Accounts paid 11<sup>th</sup> July to 12<sup>th</sup> September 2025 total **\$22,240** - refer attached Bill Payment List for details and breakdowns of large expenditure items.

Other items for management awareness:

1. BSEF for \$11,000 has been applied for through SLISA. Funds will be distributed by end of October. Purchases must be made in the period of 1 May 2025 to 1 April 2026
2. Insurance declaration has been completed and submitted to Marsh.
3. Capitation and Directors fees have been paid for the season, total of \$10,758. An increase of \$20 from last year.
4. Australian Government Stronger Communities Programme Round 9 A Grant received for \$16,500 on 19/8/25