



## Kiama Downs SLSC

### MINUTES – 18 January 2026

**Meeting opened:** 4:20 pm

**Attendance:**

Brett Schweitzer, Josh Douglas, Gary Trudgett, Noelene Sinclair, Julie Greenfeld

**Apologies:**

Trina Jensen, Jan Horspool, Polly Gazzard, Lily Gazzard, Ben McAlister, Ben Woods, Archie Weir

**Previous Minutes:**

July 2025 minutes accepted as a true record of proceedings.

Moved: Gary Trudgett Seconded: Josh Douglas

CARRIED

November 2025 minutes accepted as a true record of proceedings.

Moved: Gary Trudgett Seconded: Julie Greenfeld

CARRIED

Business Arising from previous meetings deferred to General Business

**Committee Member Reports:**

**President:** (Brett)

Thanks to those who have carried out works around the club house in preparation for Australia Day and thanks to patrol members for their services especially on the hot busy days.

**Secretary:** (Noelene) – report tabled – see pages 6 & 7 ☺

**Treasurer:** (Gary/Julie)

Report tabled – see page 8

Membership fees are up substantially. Process for payment reconciliation is good realising there were issues with registration process.

Compliance check of memberships to be carried out to ensure those carrying out duties for the club are registered for insurance purposes. **Action:** Julie to consult with Keren

Surfguard access required for Julie and Gary. **Action:** Gary and Julie to complete online forms to apply for access.

Training is generating a lot of revenue.

Nippers – donation/sponsorship for competition hoodies. **Action:** Gary to follow up the details of the international company who offered sponsorship and report to the Committee on the details of the offer.

It was reported that 15 people ordered hoodies; that no one is going to Country; not sure where the hoodies are being worn; need to ensure that uniform offers are available to all members.

Patrol lunches – sponsorship from Raine & Horne received. If IGA used for patrol lunch purchases, a photo of the receipt needs to be emailed to [treasurer@kiamadownssurf.com](mailto:treasurer@kiamadownssurf.com) (Gary/Julie) and the paper receipt placed in the security box in the radio room (hole in the wall on left side of the sink).

Question re tax invoice from SLS received last year. **Action:** Josh & Julie to reconcile tax invoice/items received – invoice indicated patrol uniforms and binoculars.

Josh suggested that expenditure on the End of Patrol Season celebrations be put to each Patrol to go out for dinner; \$50 per patrol member allocated and dinners be booked (via RSVP) for each patrol.

Discussed patrol membership fees and agreed to put forward at the next AGM that patrol memberships be free. **Action:** Noelene to note for consideration at the AGM.

**Club Captain:** (Ben)

Report tabled.

- Working on getting recent bronze/SRC candidates onto patrols.
- Lifesaving Development Program being held on 14 February at our Club; have approximately 25 people registered to attend from across the Branch. The day is aimed at upskilling members in board and tube rescues, rescues in tricky areas around rocks etc and then some scenario work.
- Need to decide on patrol lunches option, I think most patrols are happy with IGA and organising something themselves, we now have an account there so maybe we can set up a voucher system with IGA to control the spending ie each patrol gets a \$50 voucher for lunch that day. I don't believe we have had any other local takeaways show any interest. Other than that nothing else from me at the moment.

**Patrol Lunches:**

Patrol lunch ideas discussed and it was decided to go with IGA \$50 limit for each patrol day and for frozen chips to be in the radio room freezer and to be cooked in the airfryer if patrol members wanted them.

**Action:** Frozen chips to be purchased and placed in radio room freezer (and supplies checked on regularly); air fryer to be moved from kitchen to radio room (Noelene/Josh)

A laminated sign to be placed on the radio room table explaining the process for patrol lunches and include a list of suggested items to be purchased eg 2 BBQ chickens, 2 loaves of bread, coleslaw mix and/or pasta salad. A laminated card to be left on the radio room table that is to be taken to IGA (by a person in patrol uniform) to show at the purchase point and then return the card back to the radio room; photo of receipt to be emailed to Gary/Julie – [treasurer@kiamadownssurf.com](mailto:treasurer@kiamadownssurf.com) and the receipt placed in the security box in the radio room. **Action:** Laminated sign and card to be made up (Josh/Noelene).

**Vice Club Captain:** (Josh)

Patrol van has been repaired by Unifab and Douglas Builders.

## Junior Activities Coordinator: (Ben W)

Report tabled – see also page 9

### Season Restart and Upcoming Dates

- February 1 - Season restarts
- February 8 - Nippers + South Coast Branch Carnival
- February 15 - Nippers Club Champs Round #3
- February 22 - Last Nippers + BBQ
- March 15 - Presentation + AGM (Club booked, thanks Gary)

Items to note:

BBQ for final Nippers - Feb 22

Presentation preparations - trophies + medal purchases, and request to purchase lawn games

General Business -

WhatsApp group - Lily do you want to meet to discuss further?

Jones Beach Boardriders

- greatly appreciates the letter of support
- South Coast Cup future booking 2027 placeholder. Major event. Looking to run first Saturday of Term 2 as an ongoing date.  
Tentatively book Friday 30th April and Saturday 1st May  
and  
Friday 7th May and Saturday 8th May

Request for purchase of lawn games for end of season party. It was decided that the items downstairs be checked to see what we have and to check with Ben to see what he has in mind and then bring the results back to the next meeting. **Action:** Check what games are downstairs (Ben W). It was mentioned that Rod Parker had previously offered a beach volleyball set.

## Junior Club Captains: (Polly/Archie)

Josh said that Archie and cadets will be organising the games for Australia Day.

## Hall Hire Manager: (Gary)

Cleaner is out of action for a couple of months. Gary to seek alternative cleaner. Windows need cleaning. Mention made of the cleaning done by club members between bookings. Bookings going well; very busy; payment system working well.

## Member Services Officer: (Lily)

Junior Lifesaver of the Year interviews to take place on 28 January 5.30 pm – 7.00 pm at Branch headquarters. **Action:** Noelene to check with Lily re advising participants

## General Business:

1. Uniforms: The new supplier Nelson Teamwear was previously approved. Motion: That the headwear items in the sample uniform look book (beanie/cap/bucket hat) be added to the Club's uniform purchase list. Moved: Noelene Sinclair Seconded: Brett Schweitzer  
CARRIED

Any major proposed changes to uniform design to be considered for introduction during the 2026-2027 season. It was noted that the shirts for sale on the website currently does not include the Club's logo. **Action:** Notify Uniform Officer (Jan) of outcome. (Noelene)

2. Australia Day:

7.00 am – 11.00 am Breakfast 9.00 am Welcome to Country, flag raising and National Anthem, Special Guest Speakers and National Medal presentation followed by what Council has organised for First Nations performance/smoking ceremony.

MPs, Mayor & Councillors and Life Members invited. Acceptances from Katelin McInerney MP (needs to leave by 9.30 am to attend Citizenship Ceremony in Gerringong); Cr Stuart Larkins, Cr Erica Warren. Apologies from Fiona Phillips MP, Mayor Cameron McDonald and Cr Matt Brown.

Novelty games organised by Junior Club Captains and cadets.

Prizes for events – Toyworld Kiama donated 6 x \$20 vouchers (Noelene collected). Agreed to purchase gift cards for other prizes 5 x \$50 and 5 x \$30 and possibly a Kiama Golf Club voucher. **Action:** Gary to purchase gift card; Josh to check with Golf Club. Kiama Council grant received for \$3000 towards the costs of holding the event. **Action:** Noelene to purchase \$100 worth of novelty Australia Day items for giveaways.

Food – bread/steak/sausages/eggs/bacon/fruit/juices to be purchased. **Action:** Josh to order/collect. Items from Woolworths to be purchased: milk/cereals/sauces/serviettes/coffee/tea **Action:** Noelene to purchase Woolworths items Bowls/cups/spoons – should be plenty in storage. **Action:** Gary to approach Woolworths Kiama for sponsorship/gift card.

Special guest speakers: Brett has approached various people and hopefully can confirm this week that Pete and/or Katrina from Kiama Downs Pharmacy will speak; they have interesting stories. **Action:** Brett to follow up special guest speakers and advise names so the event can be advertised.

First Nations input: **Action:** Noelene to follow up with Kiama Council for details to be available for advertising.

Set up and pack up, bbq cooking/serving – volunteers needed. Request to go out to members to encourage more input from members; not just the usual people. **Action:** Josh/Noelene to seek volunteers.

3. Water Safety for Triathlons costs. **Action:** Julie/Josh to confirm costs and submit claim to Elite Energy.

4. Business arising from previous minutes:

- Grant opportunity - any further progress with Council re deck feasibility (ongoing)
- Update Pavers – being organised by Ben McAlister (ongoing)
- Honour board – 2024-2025 names to be added (Unifab emailed asking for these)
- New verandah stools – Noelene has requested a quote for Nardi stackable bar stools (50/white); more expensive but long life having resin chairs - will report back next meeting
- Volunteer out of pocket expenses for triathlons – Ben Mc to put together some pricing suggestions for the Events we attend
- Policy needs writing for competition uniforms/entry fees (ongoing)
- Triathlon Water Safety Fee Increase – Julie to send Ben a summary of fees paid over the last 3 years. Ben to review fees and then consult with Committee.

- Water Safety Rash Vests - Ben and Skip to do an inventory and arrange for re-order – see Skip's email. **Action:** supplies to be checked (Ben/Josh)
  - Gainsborough Take Away closure - the donation box was collected. Brett spoke to Adrian and passed on thanks and best wishes.
  - Triathlon World Championships: A list will be circulated of the members involved – yet to be done (Josh)
  - Timing of Sunday Meeting: no further discussion or action taken as yet.
  - Digital Display at front of Club - Rod suggested a Digital Display Board be mounted at the front of the club to advertise club activities, Cost \$1,500 for double sided boards, WiFi enabled for updates, size : 1000mm x 400mm. Need to look into if Council permission is needed to erect the sign and if there are any installation restrictions (hours in use, light towards neighbouring properties etc) – Ben Mc to follow up with Council
5. Thank you to those who have assisted with maintenance/tidy up around the clubhouse/gardens including Unifab, Douglas Builders, Bob Sinclair Fixit, Patrol 2 and Gary Trudgett and Council who delivered mulch.
  6. Noelene: Presentation items not collected on Presentation Night to be sorted and handed out to recipients **Action:** Noelene/Josh to sort.
  7. Noelene: Constitution update **Action:** Josh/Noelene to work on update and have ready for presentation to AGM.
  8. Noelene: Do we have any major awards to give out at Australia Day. Josh said we have a National Medal – Blair Joynson. **Action:** Blair to be invited to be presented with award (Noelene). Julie asked about the process for applying for a National Medal. Josh said he organises this and that to qualify you need 15 years of service. **Action:** Josh/Julie to gather her history of years of service to assist in the application process. Noelene suggested that maybe there were other awards we could highlight with announcement on Australia Day. **Action:** Brett to consider this
  9. Josh: Calendar of activities/to do list for the Club prepared to allow for Committee role splitting ensuring everyone knows their duties. **Action:** Josh to email the calendar to the Committee for consideration. This calendar is a good way to know what is happening in the Club and for people to know what their responsibilities are each month. Josh has been carrying out duties that are not the Club Captain's direct responsibility.

Meeting closed: 6.14 pm

## **KDSLSC - Secretary Report – December 2025 & January 2026**

### **Incoming post office mail:**

- Transport NSW – confirmation conditional registration for plate number 5768M (ATV) (renewed 31/12; expiry date 17/01/27)
- Westpac – Advising of business debit Mastercard being posted to nominated address

### **South Coast Branch**

- Request to form a committee to source sponsorship for the InterBranch Team
- Minutes of meetings held Oct/Nov/Dec
- Notice of December Board of Lifesaving meeting 9/12 & Branch Council meeting 15/12
- Director of Education re Upcoming courses
- Junior Lifesaver of the Year Program – close of applications 15/12

### **SLSNSW**

- **Lifesaving Skills Development Program Registration 14/2/26 at KDSLSC**
- Critical Incident After Action Review – Bushrangers Bay
- SLSNSW Emergency Management – Severe to Extreme Heatwave
- Fundraising – ASC Local Sporting Champions Program 2025/26 Round 3 – closes 31/1/26
- January Executive Training Schedule and Club Executive Calendar
- Club Mail
- December Executive Training Schedule and Club Executive Calendar
- Lifesavers with Pride Webinar 2/12
- Beyond the Flags
- Coogee-Maroubra Board race 21/12
- Important Changes to Club Compliance Funding for 2025/2026 and beyond
- Memo re Pro rata Patrol hours

### **Kiama Council:**

- Lift inspection and fire equipment checks done 11/12
- Australia Day – donation/sponsorship for the Club's Breakfast activities - \$3000 and Council to organise First Nations part of the event
- Lance Barrie re invoice and security arrangements and events schedule for publicity for Australia Day – all actioned on

### **NSW Office of Sport:**

- Game on for Change – Preventing Domestic, Family and Sexual Violence through sport - grant applications – close 18/2 & 4/3

### **KDSLSC:**

- Treasurer's Report for January meeting
- JAC report for January meeting

- Invitations for Australia Day emailed to MPs, Mayor, Councillors and Life Members (acceptances from Katelin McInerney MP, Cr Stuart Larkins, Cr Erica Warren; apologies from Fiona Phillips MP, Cr Matt Brown, Cr Cameron McDonald)
- Jo Collinge re Friday @ and Sunday @ events and bar volunteers/publicity required
- Jan re apologies for Club meeting 18/1
- Letter of support sent to Jones Beach Boardriders (via Gary) for their funding application to Destination NSW/Kiama Grants
- Kiama Surf Club re hosting of the screening of Chasing the Gold (Ali Day) – ticket sales for 15/1
- Jan re Uniform supplier changes and proposed additions by Nelson Teamwear (to be raised at January meeting)
- Patrol Captains re Christmas Day patrols
- Steve Guy re Rash vest ordering
- Branch carnival to be held at Shellharbour 8/2 – registrations open
- Car Mats Culture – request for collaboration with the Club and offer of free car mats
- Junior Lifesaver of the Year Program nominations
- Pontoon re Club uniforms – offering services
- Reminder to patrol members to renew memberships
- Treasurer/IGA re IGA account re-established
- Tax invoices from Marsh re insurances
- Tax invoice from Karera Pty Ltd re radios
- Minutes & meeting notices & Christmas party details emailed to Committee & all Members
- Toyworld requesting gift vouchers for Australia Day novelty games prizes (6 x \$20 tokens provided) – thank you Melissa & Peter Judd, Toyworld.
- Jan re state of First Aid Room – room stock checked and cleaned by Executive; Patrols to check room at start of patrol
- Ben W re ABE's bagel delivery – boxes of bagels donated to the Club and distributed
- December events at the Surf Club emailed to all members
- In appreciation dinner voucher for organisers of the Santa selfies (Ben & Kate Woods)

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

## Treasurers Report – January 2026

Items from November Meeting (no meeting December) .

- Insurance: final invoices have been received and all invoices have been paid.
- Income for Josh's time as a trainer at recent RWC course has been received.

Bank Accounts and Accounting as at 15<sup>th</sup> January 2026:

1. Savings Account Balance **\$154,500**
2. Capital Expenditure Account Balance **\$1,804**
3. Cheque account has a balance of **\$99,656**
4. Actuals vs Budget year report is not yet available.
5. Refer attached report for Profit and Loss current FY
6. Mail In: Invoices associated with expenses paid (via email)
7. Accounts paid 16<sup>th</sup> Nov 2025 to 15<sup>th</sup> Jan 2026 total **\$3,815** - refer attached Bill Payment List for details and breakdowns of large expenditure items.

Other items for management awareness:

1. Additional Income Report to be included is income breakdown per month.
2. Santa photos income was \$3,200, last years income was \$3,040 net. Outgoings approx. \$70 in Square fees and \$200 on equipment.
3. Annual financial reporting was submitted on 15/01/26 to Australian Charities and Not for Profits Commission (ACNC).
4. Outstanding Income (yet to be invoiced) : Triathlon payments: Kiama Triathlon, World Triathlon Championships Wollongong, Lil Husky Triathlon, Callala Triathlon
5. Kiama Council: Invoices for Patrol Agreement \$1100 ( yet to be paid) and Three Year Rotation \$7,000 has been paid.
6. Patrol Lunches Donation: invoice has been sent to Scott Douglas, and payment received on 14-Jan.

Non regular Income Details

<b>Supplier</b>	<b>Description</b>	<b>Amount</b>
Kiama Municipal Council	3 Year Rotational Grant	\$7,700
Raine and Horne Kiama	Patrol Lunches Donation	\$2,400
Santa Photos	Santa Photos	\$3,200
SLS NSW	Compliance Grant	\$8,000

### **Nippers Report - January 2026**

#### **Season Restart and Upcoming Dates**

February 1 - Season restarts

February 8 - Nippers + South Coast Branch Carnival

February 15 - Nippers Club Champs Round #3

February 22 - Last Nippers + BBQ

March 15 - Presentation + AGM (Club booked, thanks Gary) Last Nippers Looking to have a BBQ to celebrate the last Nippers session on February 22.

**Country Championships** Unfortunately, KD does not have any competitors this year. South Coast Branch Registrations close Jan 25.

**Presentation** Need to purchase new medals + get trophies engraved. Wanting to purchase lawn games activities, giant wooden jenga, corn hole.

Request to purchase a variety of games approx. \$500 These can then also be used for Friday/Sunday @Surfie events. Looking to get Hungry Monkey Truck