



**Secret Harbour Surf Lifesaving Club Inc.**

**The Annual General Meeting of the Secret Harbour Surf Lifesaving Club was held on Friday 4th August 2023 at the Secret Harbour SLSC Club rooms.**

**The meeting commenced at 6:30pm.**

**Minutes taken by:** Karen Walker

**Attended:**

***Board of Management***

Rick Lowe	President
Stuart Reeves	Vice President
Mark Thomas	Club Captain
Mark Cossey	Director of Youth
Derry Smith	Director of Education
Brendan Privilege	Director of Surf Sports
Max Foster	Director of Finance and Administration

***Life Members***

Stephen Ford, Kim Wade, Ron Wade, Digby Wilson

***Long Service members:***

Mark Dove, Matt Evans, Joseph Ford, Sarah Lowe, Sam Maurice, Lee McGovern

**Members Attended:**

Aiden Ayoub, Oliver Ayoub, Angus Belton, Toby Carus, Anne Evans, Rebecca Febia, Izak Geddes, Nicholas Graydon, Jamie Geddes, Paul Johnson, Tayla Jones, Sandra Kalmar, Samantha Lowe, David McCarron, Jasmine Noorman, Rebecca Schmid, Mitchell Shackles, Graham Shackles, Jo Thodis, Jaimee Thomas, Meagan Tong, Joseph Tyrell, Shona King-Goddard, Matilda Hamer, Anne-Marie Dullaghan, Charlotte Moogan, Chelsea McCarron, Cameron Schmid, Jamie Alsop, Amanda Berry

**Apologies:** Craig Graydon, Timothy Wilson, Carolyn Wilson, Ross Onions, Peter Traeger, Alan Robinson, William Bevan, Robyn Bevan, David Andrew, Max Hannah, Rebecca Hughes, Garry Williams, Megan Williams, Grant Stirling

## Minutes

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### **1.0 Meeting Opening and Apologies**

The Club President declared the meeting open at 6.35pm

The President welcomed and thanked the life members, long service members, active members, members leaving, volunteers and all other club members for attending the meeting. The President also advised of apologies as per Attendance sheets

### **2.0 Business Arising from Previous AGM Minutes**

Nil

### **3.0 Confirmation of Minutes**

The minutes for the 2021/2022 AGM were put forward for approval:

**Accepted:** *Brendan Privilege*

**Seconded:** *Mark Thomas*

**Result:** **The AGM membership unanimously approved the 2021/2022 Season AGM Minutes.**

### **4.0 Secret Harbour SLSC 22/23 Season Achievements**

#### **4.1 Overview by Club President - Richard Lowe**

Firstly, again welcome fellow life members, long service members and members. Before I start with the update the BoM understands the By-Laws are out of date. The BoM is currently reviewing a newly updated version; we also have noted some issues around membership categories which will be amended, reviewed by legal and then provided to the membership for review and finally voting.

Finally we have leased the café space, which we all know has taken a long time; but it is great to see it being utilised. We have also resigned the Gym for another 5 year lease.

It was great to see so many of our members take the opportunity to attend this year's Aussies. We had a large contingent representing the Club which is fantastic.

The SLSWA Awards of Excellence this year saw 5 finalists from the Club in the mix:

- Carolyn Wilson – Official of the Year
- Tim Wilson – Lifesaver of the Year
- Patrick Walsh – Young volunteer of the Year
- Meagan Tong – Trainer of the Year
- Mitchell Shackles who won Young Surf Lifesaver of the Year.

Congratulations to them all; our Club was extremely well represented.

This year we had 2 young men Joseph Tyrrell and Patrick Walsh who won a silver bravery award at the SLSWA Coastal Bravery Awards. Their efforts in a night time rescue at Secret Harbour beach were outstanding.

Recently Meagan Tong was appointed to the SLSWA Education committee; which is an outstanding result for both Meagan and the Club. Congratulations Meagan.

The Club this year was again well represented at the recent Pool Rescue Championships; with many medal winners. Our Team placed 3<sup>rd</sup> in WA; unfortunately pipped by 1 point for second place. Two of our members were selected to attend the National Pool Rescue Championships held in QLD:

- Carolyn Wilson has been appointed Chief Referee for the event
- Peter Traeger is competing in many events in both the Open and Masters categories.

Well done to you both!

Jazmin Kalmar took out the Youth Official of the Year; great effort by Jazmin.

Our financial auditors noted “during the conduct of our audit we did not note any matters that we consider worthy of the Boards attention”. Good work Max and Karen.

This year our Trainers and Assessors have been busy across the array of courses and as a result we have seen many of our members achieve varying awards. This success and dedication will help the Club to patrol the beach moving forward.

We were also lucky enough to be provided \$150k from the State Government; thanks to Paul Papalia. Projects around the Club include the Patrol Shelter, aircon for the Sundeck Servery and the Members Area; of which Stu will provide an update now.

## **4.2 Building Project Presentation by Vice President Stuart Reeves**

### **Member Space Presentation**

Stu Reeves presented Stage 1 and 2 of the Member Space Concept before going out to the Membership for questions; noting that Stage 2 consists of installing air-conditioning and furnishings in the Member Space. No questions were received on Stage 1 and 2.

Stage 3 and 4 were then presented; to include the addition of the louvre roof area on the western end of the Sundeck; and closing the western end in with bi-fold glass doors.

Questions received on Stage 3 and 4:

Amanda Berry – will that make the sundeck space smaller for Weddings and functions? Stu replied the focus is on the Member Space first not Functions. The aim is not to focus on the commercial aspect of the space; but if Members are not planning to use it then Functions can be held.

Anne Marie Dullaghan – are they bi fold doors? Stu replied yes Bi folds doors are proposed for the western side of Stage 4

Steven Ford – are the roof louvres fixed or adjustable? Stu replied they are adjustable.

Amanda Berry – will there be an area in the Members Space for movie screening? Stu replied the existing TV wall will be available

The presentation ended with the request that the next Stage is to form a new committee and take the Member Space project to the next level.

## 5.0 Presentation of 2022/2023 Season Annual Report and Audited Financial Statements by the DoFA

Max Foster presented the 2022/2023 Annual Report and audited Financial Statements to the membership. No questions were offered by Members so Max advised that members could email them through after they had had time to review the documents.

### ***Motion***

The President requested the Membership accept the 2022/2023 audited financial reports.

***Accepted: Stu Reeves***

***Seconded: Kim Wade***

***Result: The AGM membership unanimously accepted the 2022/2023 audited financial reports.***

## 6.0 Acceptance of Annual Report

### ***Motion***

The President requested the Membership accept the 2022/2023 Annual report.

***Accepted: Kim Wade***

***Seconded: Mark Cossey***

***Result: The AGM membership unanimously accepted the 2022/2023 Annual report.***

## 7.0 Life Memberships announcements

nil

## 8.0 General Questions from the Membership present

Joe Ford - what's happening with the Club Ute? Rick replied that the use of ATV's is being trialled this season. If it doesn't work, then the Club will look at other options

Joe Ford – what about Water Safety Events not having a ute to use? Rick replied that when Water Safety Events are on the Ute is being used on patrol so not available at all requested times. Individual vehicles have been used historically.

Mitchell Shackles – what is happening with getting fuel to the Club? Rick replied that fuel will be delivered to the Club on a fortnightly basis. The Club has purchased a 44-gallon double banded drum with a hand pump to enable storage within the Gear shed. This approach takes the onus away from someone having to go collect fuel.

Processes are currently being developed and will be in place prior to the start of the season.

Joe Ford – Patrol Tower is not suitable and needs some maintenance. Rick replied that the maintenance on the Patrol Tower is currently being sourced.

## 9.0 **Motions**

### **Motion 1**

That the Board of Management, via the Director of Education, actively identify and pursue opportunities to reduce the overall training time for members and trainers, utilising existing SLS training material to:

1. Continue to spend the last year of Nippers in training members in the skills required to complete their Surf Rescue Certificate. Then, once at the required age, perform a short skills refresher session prior to performing a competency assessment.
2. Introduce and actively promote the SLS SRC-BM Transition process.
3. Promote and prioritise intensive Bronze Medallion courses.
4. Actively scrutinise other SLS training courses, including annual proficiency, to identify opportunities to reduce the time to complete these.
5. Continue to provide long duration courses when required

***Proposed: Matthew Evan***

***Seconded: J Cahill***

**Result:** The Board acknowledges that Matt has made very good points of which all are well understood. The DiR of Education will assess the Clubs current ability to consider with regard to active trainers, their ability to progress the courses and availability.

Rick thanked Matt for his motion and suggested that prior to the commencement of the season the short course motion would be discussed prior to Christmas; to ascertain if the school holidays are feasible with the current pool of trainers. Also noting that a number of the Club's key trainers are not present at the AGM and were therefore unable to participate in the discussion.

Steven Ford - can the current Training schedule structure be reviewed? Training accreditation doesn't require a Cert 4 to be a Trainer). Rick replied that further investigation is needed.

Derry Smith – the Club is bound by an Auspice agreement with SLSWA; and with regards to the motion we will need to build the framework to cut down time without jeopardising the agreement.

Matt Evans – Cottesloe use paid trainers and their courses are conducted faster than SHSLSC.

Mark Dove – will a decision be made before the season start? Derry replied Yes

### ***Motion***

The President requested the Membership to consider that the Board will commit to meeting with Matt and team to discuss the best options for the Club.

***Accepted: Mark Cossey***

***Seconded: Mitchell Shackles***

**Result: The AGM membership unanimously accepted the President's request to meet with Matt and team for further discussion**

## Motion 2

That Active service be reviewed prior to the commencement of the Season with regard to patrol obligations and award of Patrol hrs.

**Proposed:** Garry Williams

**Seconded:** nil

**Result:** The motion around Active membership and the power to vote, hours etc. is currently on the BoM radar for review.

As part of a modernisation strategic review that will likely result in a constitution change the President requests that the membership give the BoM to the next AGM to finalise this matter. But will take on board that the members are to be provided with what will define active patrol service in seasons 23/24 by the commencement of the patrol season.

The AGM membership voted in favour of the BoM action and timelines

## Motion 3

That the current Practices of the Club be updated in the Bylaws for members to access by Dec 23.

**Proposed:** Garry Williams

**Seconded:** nil

**Result:** The BoM is currently reviewing and updating the Bylaws and agree that they are outdated. Once completed and reviewed they will be shared for comment with the membership; and a meeting will be planned (not a general meeting) to discuss / present so that we have member engagement. The Bylaws are not something that needs to be voted on but we will be seeking consultation on.

The President noted that the proposed date of December 23 is not achievable; and will the AGM membership allow the BoM to complete the Bylaws by the next AGM.

The AGM membership voted in favour of the BoM action and timelines

## Motion 4

That an Honours and Awards Committee be established for season 23/24

**Proposed:** Garry Williams

**Seconded:** nil

**Result:** The BoM agrees that member recognition is something the Club needs to do better; as it's typically left to the few. It requires some thought and a committee would need to be formed to develop a structure and then work with it for a year as an ad hoc committee; to have it ready for awards time.

The President requests that the AGM membership agree to an ad hoc committee be formed; that will assist the BoM with developing the terms of reference and recognition process for this season.

The AGM membership voted in favour of the BoM action

## Election of Officers

### 9.0 Nominations for Board Positions

On behalf of the Board of Management, the Club President sincerely thanked all volunteers, the Board of Management and 2022/2023 Committee placeholders for their hard work over the previous season.

The following BoM positions are declared vacant and open for election for a period of two years.

- President;
- Club Captain;
- Director of Education;
- Director of Finance and Administration;
- Director of Surf sports

The following BOM positions are declared open and vacant for a period of 1 year

- Director of Life Saving;
- Director of Pr & Sponsorship;
- Director of House & Social

All other Club committee positions are declared open and vacant for a period of 1 year.

Both candidates for the Director of Surf sports addressed the membership with reflections on why they would like to continue / take on the directorship; being Brendan Privilege and Sam Maurice.

DoFA Max Foster addressed the membership saying he was honoured to have been elected previously; and looking forward to hopefully another term.

Mitchell Shackles addressed the membership in anticipation of taking on the DiR Lifesaving role. Mitchell has been with SHSLSC since he was 6 years old, has done all patrolling awards, is active with Crusaders and hoping to continue on from Liam's good work.

#### Election Results:

President	Richard Lowe
Club Captain	Mark Thomas
Director of Education	Derry Smith
Director of Finance and Administration	Max Foster
Director of Surf Sports	Samuel Maurice
Director of Life Saving	Mitchell Shackles
Director of Sponsorship	Vacant
Director of House and Social	Vacant

**The AGM membership unanimously accepted all appointments without any objections.**

### 10.0 Meeting Closed: 8.35pm