



Secret Harbour Surf Lifesaving Club Inc

The Annual General Meeting of the Secret Harbour Surf Lifesaving Club will be held on Friday 4 August 2023 at the Secret Harbour Surf Life Saving Club.

The meeting will commence at 6:00 pm for a 6:30pm meeting start time.

Apologies can be forwarded to the meeting secretary Karen Walker (Club Administrator) at admin@secretharbourslsc.com or 9524 7092.

AGENDA

1. MEETING OPENING AND APOLOGIES

2. BUSINESS ARISING FROM PREVIOUS AGM MINUTES

3. CONFIRMATION OF MINUTES

Minutes from the 2022 Annual General Meeting

Minutes are located on the club [website](#) or a hard copy can be obtained from the Club Administrator

General Business

4. SECRET HARBOUR SLSC 2022/2023 SEASON ACHIEVEMENTS

4.1 Overview by Club President

4.2 Building Project – Vice President

5. PRESENTATION OF 2022/2023 SEASON ANNUAL REPORT AND AUDITED FINANCIAL STATEMENTS

Reports and documentation are available from the office and hard copies will be available at the meeting & posted on the club notice board.

6. ACCEPTANCE OF ANNUAL REPORT

7. LIFE MEMBERSHIP

Announcement of Life Memberships

8. GENERAL QUESTIONS

Opportunity for general questions prior to Election of Officer Bearers.
Please note: no new motions will be accepted.

9. MOTIONS

Motion	Proposer	Seconded
<p>a) Matt Evans Motion submission for 2023 AGM: Reducing overall training times. Recognising the value of time, especially for our dedicated volunteers, we propose introducing measures to offer them time efficiencies where we can. We believe this step could also attract new members with varied commitments outside of surf lifesaving including but not limited to shift workers/FIFO, busy families, and youth involved in other sports. SLSWA has moved away from nationally recognised training and back to a purely competency-based system. Under the current SLSWA structure, the concept of 'contact hours', that is, estimated time to train a novice to competent level, is not applicable. Yet, we believe the concept retains value, especially for individuals without prior experience through the Nippers program or without an existing Surf Rescue Certificate (SRC) or Bronze Medallion (BM).</p> <p>Our club has a strong track record of training U13 Nippers to high SRC competency levels before they even start the official course. We propose to streamline this process further, offering them the opportunity to complete their training in a condensed course. Such an approach would not only free up their time for other interests and commitments but also enable those interested in surf sports and related disciplines like open water swimming competitions to pursue these activities without interruption.</p> <p>We propose a more efficient use of established SLSA training programs. This includes the intensive SRC and BM courses, which compresses learning into 4-6 days instead of 6 or 12 weeks. We've seen other clubs in WA successfully and enthusiastically adopt this approach. Similarly, rather than placing our proficient SRC members into a full BM course, we suggest employing the SLSA's SRC-BM transition process, taking approximately 2 days instead of 6 weeks. This transition could be done in an overnight camp environment. This swift transition could contribute to boosting the number of active patrolling members earlier in the season, helping to fill all positions on the roster with minimal gaps in coverage.</p>	M Evans	J Cahill

<p>This proposal doesn't mean compromising on quality or removing the option of long-duration courses. They would still be available for those needing more time to reach the required competency or for those lacking a water or surf background. These cases are exceptions, rather than the rule.</p> <p>By integrating these changes, we hope to respect the time and commitment of our members and trainers. Using established SLSA processes and innovating our training schedules, we can reduce the overall time spent in achieving SLS qualifications, for the mutual benefit of our club, trainers, and members.</p>		
<p>b) Matt Evans</p> <p>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:</p> <ol style="list-style-type: none"> 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. 	M Evans	J Cahill

10.

<p>c) Garry Williams</p> <p>That Active service be reviewed prior to the commencement of the Season with regard to patrol obligations and award of Patrol hrs. The bylaws currently dictate the active service requirements and can be changed by the BoM. There is a requirement that we modernise our approach with patrols and recognition while also enforcing some of the other obligations that come with some membership categories. For example to be a long service member - you are afforded that membership due to your past contributions but the bylaws state that there is an expectation that you will commit a similar amount of time in support of the activities - it just exempts you from rostered patrols or patrol duties. It doesn't mean that you sit back and do nothing. So to continue to access your free gym membership and to utilise the toys you do need put in around the club. This may not be a popular interpretation but is one that should be looked at moving forward.</p> <p>Long Service members are exempt from performance of any Patrol duties; however an equal commitment of time to other club activities shall be sought in order to provide suitable mentorship and development to less senior members. In all other respects they have the same privileges and duties as Active members.</p> <p>Why is active service only linked to service agreement - when we also have a requirement to support Abalone, our Nipper</p>	G Williams	
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<p>activities and contracted water safety Events. Why can't this service be included in the nominated patrol service?</p> <p>Furthermore why can't these hrs be awarded as Voluntary patrol hrs with the title of the patrol being Watersafety? As I have highlighted in the past many clubs run a Nipper Patol and I can provide evidence from surfguard from this season as required. Its is also recommended that the Director of Lifesaving at the start of each season promulgate the Active Patrol Hr requirements for the season.</p> <p>Is it as per the bylaws patrols over 4hrs and the patrols in the patrol agreement - so as rostered by the SHSLSC Patrol Roster or is it 30hrs. Do makeups have to be via a patrol or can they be traded for Abalone, Nipper Patrol Support or Contracted water safety? I would argue that the current process is on Hrs.....as determined by the person reviewing the Patrol Report from Surfguard..happy to be corrected</p>		
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11.

<p>d) Garry Williams</p> <p>That the current Practices of the Club be updated in the Bylaws for members to access by Dec 23. The club under a number of presidents now has been developing Procedures and Policies. Many of which I acknowledge are for the day today business for the office for example, but what about things like: Our Awards Structure. This changed some 3 seasons ago now and I commissioned a report for the president at the time that broadly reflects the current status quo - but this is not documented.</p> <p>There is also the surfsports section of the bylaws that is outdated or not being followed. Without clear instructions being available to the membership on how stuff is done around the club its difficult to understand why things happen the way they do.</p>	G Williams	
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12.

<p>e) Garry Williams</p> <p>That an Honours and Awards Committee be established for season 23/24 It has become very apparent over the past couple of seasons that the BoM need help with member recognition in particularly the awards area. Examples are not only around our awards structure but in generating nominations for the SLSWA AoE where this seems to be left with whomever has the energy. I feel that this is a missed opportunity.</p> <p>There are also other oppotunities for this committee to assist and that is with the generation and monitoring of National Service awards around Patrols, Service as Trainers, Assessors, Trainers, SLS Membership and the list goes on. The committee can also assist with Prompting the BoM to establish the Life Members / Long Service Committees which should be proactive and not reactive to their formation when a nomination is submitted.</p>	G Williams	
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<p>This season is a case in point where all nominations were generated from a single person and with no committee being formed. No committee was formed last season as I understand.</p> <p>I would suggest that the BoM consult with the membership or those interested in generating terms of reference which I'm happy to assist.</p>		
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Election of Officers

13. NOMINATIONS FOR BOARD, OFFICE AND COMMITTEE POSITIONS

The following BoM positions are declared open and vacant for a period of 2 years:

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

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 (refer attachment 1) are declared open and vacant for a period of 1 year.

Nominations are now closed, please see below for current Board of Management positions.

(Note: Directors are required to be voted in, even if there is only 1 nomination, they must still receive 50%+1 of the votes from eligible members to be successfully voted in)

PRESIDENT:

- Richard Lowe

CLUB CAPTAIN:

- Mark Thomas

DIRECTOR OF EDUCATION

- Derry Smith

DIRECTOR OF SURFSPORTS:

- Brendan Privilege
- Sam Maurice

DIRECTOR OF FINANCE & ADMINISTRATION:

- Max Foster

DIRECTOR OF LIFE SAVING:

- Mitchell Shackles

DIRECTOR OF PR & SPONSORSHIP:

- no nominations

DIRECTOR OF HOUSE & SOCIAL:

- no nominations

Committees:

Education Committee
Surf Sports Committee
Life Saving Committee
PR & Sponsorship Committee
Youth Development Committee
Finance & Administration Committee
House & Social Committee

10.0 Meeting Closed

Attachment 1 – Secret Harbour SLSC Committees

Finance & Administration
PR & Sponsorship Committee
House & Social Committee
Youth Development Committee
Lifesaving Committee
Education Committee
Surf Sports Committee