



Secret Harbour Surf Lifesaving Club Inc.

The Annual General Meeting of the Secret Harbour Surf Lifesaving Club was held on Friday 26th July 2024 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
Max Foster	Director of Finance and Administration
Mitchell Shackles	Director of Lifesaving
Samuel Maurice	Director of Surf sports

Life Members: Peter Traeger, Digby Wilson, Ronald Wade, Ross Onions, Stephen Ford, Carolyn Wilson

Long Service members: Vanessa Aikins, Joseph Ford, Sarah Lowe, Alannah Maurice,

Members: Neil Belton, Meagan Tong, Jasmine Traeger, Eloise Traeger, Declan Tyrrell, Joseph Tyrrell, Charlotte Moogan, Jordan Morton, Jasmine Noorman, Cameron Schmid, Graham Shackles, Rebecca Febia, Matilda Hamer, Timothy Hurry, Paul Johnson, Finn Johnson, Chelsea McCarron, David McCarron, Alan Robinson

APOLOGIES: Derry Smith, Matthew Osborne, Garry Williams, Megan Williams, Brendan Privilege, Karri Leigh, Mark Cossey, Patrick Walsh, Kim Wade, Daniel Andrew, David Andrew, Izak Geddes, Rhett Gibbons, Max Hannah, Samantha Lowe

Minutes

1.0 Meeting Opening and Apologies

The Club President declared the meeting open and requested that all phones be turned off during the proceedings.

The Club President welcomed and thanked the life members, long service members, active members, out-going directors, 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

Motion 1 (carried) - Reduction of overall training time - Matthew Evans

- (a) the feasibility of shortened courses is ongoing

Motion 2 (lapsed) - Active Service Review - Garry Williams

- (a) the Board decided to form a committee to update the constitution. This is what will be voted on today.

Motion 3 (lapsed) - Bylaws Update - Garry Williams

- (a) the Board decided to form a committee to update the by-laws. The updates were issued to members in June 2024 for comment. No comment was received.

Motion 4 (lapsed) - Honours and Awards Committee to be established - Garry Williams

- (a) the Board decided to establish a committee during the season of 2023/2024; to which there was no volunteers.

3.0 Confirmation of Minutes

The minutes for the 2022/2023 Meeting were put forward for approval:

Accepted: Stuart Reeves

Seconded: Sarah Lowe

Result: **Over 50% of the AGM membership voted in approval of the 2023/2024 Season AGM Minutes.**

4.0 Secret Harbour SLSC 23/24 Season Achievements

4.1 Overview by Club President - Richard Lowe

Welcome and thankyou to everyone for taking your time to attend tonight's Season 23/24 AGM.

The season had many highlights all of which are outlined in the Annual Report. Particular mention however does go to the following:

Secret Harbour Gold Endurance Event returned and thankyou goes to our Director of Surfspots Sam and Peter Traeger who both did a great job making sure SHSLSC put on a great event.

This season we managed to purchase a new Ute for use on patrol and various club activities. This is detailed in the Financial Report and will be discussed further by outgoing Director of Finance Max.

Our U19's Surf Boat Crew had the opportunity to perform at the Nationals in Lorne Victoria this year;

representing the U23's for W.A. Well done to them and also to all the surf boat crews that are performing well, particular mention to the recent Albany trip which both our guys and girls teams brought home some well-earned

medals. Pool Rescue is growing and achieving success, our Nippers and young competitors had a good year with many medals across the group. Our Lifesaving patrol hours again have been impressive this year so well done and thank you to our patrolling members.

Thanks to the Board of Management for their commitment, the personal commitment it takes to be on the board is recognised and appreciated. It's a thankless job and can be quite stressful at times. Thank you to outgoing Board Members Vice President Stu, Director of Youth Mark C and Director of Finance and Admin Max. Stu for his efforts in the Cafe negotiations, the members space and his work on the SOP's, Bylaws and Constitution. Mark C is an apology tonight but thanks to his efforts throughout the season with Nippers even though his own child was in Crusaders, and Max thanks for financial efforts during the year to clean up our accounts and providing analysis of the club's financial situation. Thanks also to Karen and Kim for doing a great job throughout the year.

Finally, thanks to the membership for their continued support throughout the season, and please remember any assistance you can provide to the club is greatly appreciated, cheers.

4.2 Member Space update by Vice President Stu Reeves

All correspondence is now with the City of Rockingham and they are meeting next week to review our submission. We should hear soon if our submission is accepted. The member space is an area that can be used for at least 9 months of the year, instead of about 3 months; so definitely worthwhile continuing to follow it through.

Peter Traeger - what exactly is happening with the Sundeck? Response from Stu - we are currently at stage 1 which details louvres along the eastern side allowing for air flow. It's been a challenge with the Council as their requirements have been increasing along the way but as I said earlier the final submission is now in.

Ross Onions - did we have funding from Paul Papalia? Response from Rick - Yes we received grant monies during season 2022/2023. The club reports quarterly to the Dept. of Local Gov., Sport and Cultural Industries. We have drawn down on approximately 1 third of the grant monies received.

4.3 Constitution and Bylaws update by Vice President Stu Reeves

Motions were raised at the 2022/2023 AGM by Garry Williams. The Board looked at the Constitution and Bylaws and found many items that can be interpreted in different ways. Voting hours was just one area that needed to be reviewed. A Committee was formed and they in turn gave 4 options to the board; to which the Board selected option 2. An example is: 16 hours of patrol equates to 16 hours of "other hours". Option 2 will make Voting rights fairer for members.

Constitution amendments were sent to the membership with no feedback. Final approval has been done by SLSWA and tonight we need $\frac{3}{4}$ of the eligible voting members present at the AGM to vote yes for it to proceed. This vote tonight is the first step; the Constitution will then go to further Govt. departments for final acceptance.

Stephen Ford - under the current constitution are Long Service members that don't do patrol hours eligible to vote? Response from Stu - not under the current constitution which is why we are voting to change that. The expectation is that Long Service members help out around the club, but no defined hours are in the current constitution. The constitution amendments being voted on tonight provide clarity.

Ross Onions - is it the same for Life Membership? Response from Stu - the current constitution doesn't allow Life Members to vote. The amendments to the constitution change that so that the service given in a Life Membership is recognised as a voting privilege.

Alannah Maurice - can you please clarify how the 16 hours will be entered into Surfguard under the amended constitution. Response by Mitchell - the relevant directors will take responsibility for the activities. Response by Rick - it will be a learning curve for the club to get the process right but we will get there. At the end of the day the process will be fair and workable. At busy bees etc there will be rosters, then after the relevant director signoff the hours will be captured in surfguard.

Alannah Maurice - an education campaign will be required to educate members that volunteer in the specific areas of the club that aren't necessarily aware. Also it's a great idea as patrolling isn't the only thing of value to the club.

Digby Wilson - is it clear as to what qualifies as other service? Response by Stu - in the amended Bylaws there is a section that gives examples ie helping in the office, carnival helpers, bbq helpers. Response by Rick - if it's helping the club it will be eligible, remembering that all hours will be considered equal. It's the intent rather than the hierarchy.

Vanessa Aikins - the risk to the club is the stacking of hours by non-operational members that can now vote and overturn areas of the club that they have no idea on. Response by Stu - yes the risk is there but the members cross pollinate enough to keep the risk low. Response by Rick - you are strictly right Vanessa and we will stay aware as it has happened in other clubs.

5.0 **Presentation of 2023/2024 Season Annual Report and Audited Financial Statements**

5.1 Annual Report and audited Financial Statements presented by the DoFA - Max Foster

The Financial statements are as usual presented in the Annual Report with the accounts audited by an independent group. I'm happy to report that our audit was clean and the approval letter is in the Annual Report. The club has good financial management with season 23/24 showing a profit of \$64K. Key to the results have been primarily the Cafe lease and the decision to not run the Bar on Fridays. The club also managed to purchase a ute and still show a great result. Thank you to Karen and Kim for the hard work done in this space.

The Members Space submission to complete is estimated at \$210k currently with \$80K grant monies remaining. The club also has \$170k in reserve but needs to keep in mind that the build may require more funding to ensure completion. This is exciting times for the sundeck and member space for Clubbies.

Vanessa Aikins - what is the vision for the usage - will it be a commercial space also? Response by Rick - this area is a club member space; it is not for commercial usage. Response by Stu - we did get a committee together to discuss this (the committee included Digby who is present tonight and others). It's a space to watch the footy and is somewhere comfortable that members can go and have a good time. The 1st floor function space is for commercial use. The Member Stage in its entirety (a 4 stage project) was presented at last year's AGM.

Jasmine Noorman - is there a plan to get members back into that space? You are talking about the footy and having beers yet stopped the Friday night members bar? Response by Stu - volunteers are needed to make this happen as paid staff are just too expensive.

Vanessa Aikins - have the club asked for volunteers because I haven't been asked to work at members' events? Response by Mark T - the Director for Social position is vacant and needed to move forward with this properly.

Joe Ford - if the members bar was losing money then why have a bar in the member's space? Response by Stu - the member space was never intended to be a bar; the original intent was with Crusaders. If there are Approved Managers / RSA volunteers onsite, then the sundeck bar can open but this will need to be formalised through the Functions Coordinator until the Dir of Social position is filled.

Jasmine Noorman - will all eligible members have access to the member's space via fob? Response by Rick - the details have yet to be worked through but yes.

6.0 Acceptance of the Annual and Financial Reports

Motion

The President requested the Membership accept the 2023/2024 audited Financial Report and Annual Report.

Accepted: Vanessa Aikins

Seconded: Ross Onions

Result: Over 75% of the AGM membership accepted the 2023/2024 audited Financial Report and Annual Report.

7.0 Life Memberships announcements

No Life memberships were granted at the 2023-2024 AGM.

Noted was Peter Traeger's Life membership that was granted at the 2023-2024 Annual Awards Night.

8.0 General Questions from the Membership present

Jasmine Noorman - season 23/24 shows a decrease in fundraising income from the previous year - why is this?

Response by Max - Kim organised a great quiz night in the previous year that brought in a substantial profit but we didn't have that last year. Response by Mitchell - the directorships of Social and PR / Sponsorship are critical. Not having them has hurt this area.

Vanessa Aikins - I'm looking at all of you and there's something missing. The board is lacking in diversity, young girls in particular need to be able to feel they can step up and get on the board. Response by Rick - no-one is putting their hand up, anyone who puts their hand up will be considered regardless of age or sex. The ballot paper for tonight shows that 19-year-old Meagan Tong has put her hand up for Director of Youth and her nomination has been well received by the board. Gender balance and the youth of this club are fully supported. Response by Mark T - I have personally talked to a lot of club members in the previous season (with no bias) with regard to taking over my role as club captain due to work commitments, with no takers. Response by Alannah - I'm very interested in taking a position on the board but it's the constitution stopping me, due to being related to a board member.

Carolyn Wilson - the current constitution states no board members are to be related. Please clarify what this means. Response by Rick - it refers to direct relation. Response by Stu - it's a safeguard - reducing risk and stops perception. Response by Rick - please consider raising a motion next year to change this if you wish.

Stephen Ford - should only board members making financial decisions not be related? Response by Rick - all board members can commit funds, there have been issues that this particular clause relates to that cannot be discussed.

9.0 Motions

Motion 1

nil received by Membership

Proposed: XX

Seconded: XX

Motion xx

10.0 **Nominations for Board Positions**

On behalf of the Board of Management, the Club President sincerely thanked all volunteers, the Board of Management and 2023/2024 Committee holders for their hard work over the previous season.

The following BOM positions were declared vacant and open for election for a period of two years.

- Vice President;
- Director of Lifesaving;
- Director of Youth;
- Director of PR and Sponsorship;
- Director of Social

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

- Director of Finance and Administration

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

Peter Traeger approached the Board to nominate off the floor for Vice President role. President Rick Lowe asked him to please wait until the new Board had been formed and then his nomination would be considered.

Election Results:

Vice President	Vacant
Director of Life Saving	Mitchell Shackles
Director of Youth	Meagan Tong
Director of PR and Sponsorship	Vacant
Director of Social	Vacant
Director of Finance and Administration	Vacant

Result: **The AGM membership accepted both appointments without any objections**

Constitution Amendments:

Result: **Over 85% of the AGM membership voted in favour of the amendments.**

11.0 **Meeting Closed: 7.45pm**