

Broulee Surfers Surf Life Saving Club Inc



Subject:	Minutes of May 2020 Committee Meeting (AL2)	
Location:	Broulee Surf Club (via Zoom)	
Date:	Tuesday 5 th May 2020	Meeting opened: 7:05pm
Meeting Chaired by	David Law	
Attendees:	David Law (President), Allan Veness, (Vice President), Andrew Edmunds (Club Captain), Wendy Law (Secretary), Todd Haywood, Jason Domeny, Melinda Brogan, Rob Wildman, Gary Pettigrove, Claire Forbes, Steve Corcoran, Kirsty Campbell, John Edmunds, Darren Drewsen, Kerry Evans, Nat Browning.	
Apologies:	Andrew Mizzi, Cherise Walker, John Costin, Lynda McKay (Treasurer), Peter McKay, Geoff Wells, Gordon Harris.	
	ACTION ITEM	For Action By:
1	<u>Opening.</u> The President welcomed all attending.	
2	<u>Previous Minutes.</u> Available electronically.	
2.1	Motion: <i>The Previous Minutes of 7th April 2020 be accepted.</i> Moved: Al Veness. Seconded: Andrew Edmunds. Carried	
3	<u>Business arising from previous Minutes.</u>	
3.1	Business arising from 2 nd October 2018 meeting: 7.3 Drafted for circulation to committee members. Discussion at next committee meeting. Ongoing.	Committee GP, CF & AL
3.2	Business arising from 7 th February 2020 meeting. 5.10 Patrol trailer jockey stand - purchased and will be delivered to Rob Wildman for installation. (Post scribe: jockey stand installed) Closed. 5.10.2 IRB road trailer winch issues yet to be resolved. Ongoing.	DL RW
3.3	Business arising from 7 th March 2020 meeting: 5.7.7 SRC weekend scheduled for October school holidays. Ongoing. 5.9.1 Canberra training defibrillator ordered. Invoiced but yet to be delivered. Ongoing. 6.1 Gordon's farewell deferred until gatherings are allowed again. Ongoing	

4	<p style="text-align: center;"><i>Correspondence & Business Arising</i></p> <p><u>Inwards.</u> Nil significant.</p> <p><u>Outwards.</u> Nil significant. .</p> <p>4.1 Correspondence is attached.</p>	
5	<p>Presidents Report (David Law)</p> <p>5.0.1 No reports of illness amongst club members relating to COVID-19. Hope all members continue to remain well. No further new issues.</p>	
5.1	<p>Secretary's Report (Wendy Law)</p> <p>5.1.1 Secretary's Report attached. Of note:</p> <p>5.1.2 State office is putting together a database of coaches and groups. Coaches should register their interest if they would like to be on the database for specific communication purposes.</p> <p>5.1.3 TeamApp is going to remain free to use by the clubs at this stage.</p> <p>5.1.4 Letter from council stating they are not going to ask for lease payments to be made at the moment and will allow for them to be deferred. Lease and admin fee for the club is approximately \$500.00.</p>	
5.2	<p>Treasurer's Report - (Lynda McKay)</p> <p>5.2.1 Available balance \$ 36482.65 Investment account \$ 55451.55 Redevelopment fund \$ 250,000.02 Bay to Breakers Account \$ 11507.00</p>	
5.3	<p>Club Captain's Report – (Andrew Edmunds)</p> <p>5.3.1 With patrols now officially done for the year, we will look forward to the start later in the year.</p>	
5.4	<p>Maintenance Report - (Peter Halkett)</p> <p>5.4.1 Nil to report</p>	
5.5	<p>Surf Sports Report – (Darren Drewson)</p> <p>5.5.1 People are out training. Have initiated a Masters group that trains on Saturday, Monday and Friday. For coaches wanting to be included on database, submit CV to the club for passage to Branch.</p>	
5.6	<p>Nippers Report – (Jason Domeny)</p> <p>5.6.1 All quiet on the Nipper front.</p>	
5.7	<p>Canberra Nippers Report</p> <p>5.7.1 No new information.</p>	
5.8	<p>Cadets Report</p> <p>5.8.1 Nil to report.</p>	
5.9	<p>First Aid Report - (Melinda Brogan)</p> <p>5.9.1 Nil to report.</p>	
5.10	<p>Power Craft Report - (Peter McKay)</p> <p>5.10 Nil to report.</p>	
5.11	<p>Boat Report - (Gary Pettigrove.)</p> <p>5.11.1 Nil to report.</p>	
5.12	<p>Training Report – (Wendy Law)</p> <p>5.12.1 Nil to report.</p>	
5.13	<p>W, H & S Report – (Wendy Law)</p> <p>Nil to report</p>	
5.14	<p>Non-power Craft Report: – (John Costin)</p> <p>5.14.1 Nil to report.</p>	

5.15	Radio Report – (Wendy Law) 5.15.1 Nil to report.	
5.16	Registrar’s Report – (Cherise Walker) 5.16.1 Nil to report	
5.17	House Report - (Kerry Evans) 5.17.1 Nil to report.	
5.18	Members’ Welfare Report (John Edmunds) 5.18.1 Nil to report	
5.19	Boutique Report – (Todd Haywood) 5.19.1 Nil to report.	
5.20	Social Committee Report 5.20.1 Nil to report.	
5.21	Branch Report 5.21.1 Awards criteria have changed only slightly. Nominations due by 30 May 20. So far club has received 12 nominations for junior and senior club person of the year. The Club will need to appoint a selection committee. <i>Al Veness, Kirsty Campbell and Andrew Edmunds volunteered to be this year’s selection committee.</i> 5.21.2 No further information regarding the Branch presentation at this stage. Expect that it will be a video and social media program.	
5.22	Building Committee 5.22.1 The Building Committee Chairman (The Chair) informed that with the plans completed, 10 builders expressed interest, but only two tendered quotes were received. The quotes were first reviewed on weekend before last (25/26 April). The Chair thanked Jason Domeny for his valued input. Following the initial review, a request for further information was sent to both tender companies. The revised information was again reviewed on the weekend prior to this meeting and the committee recommendation drawn. The aim was to be as objective as possible using the score sheet. Individual ratings from the Building Committee members were put into a matrix and the scores added up. Tender scores came within one mark of each other. A recommendation document from the building committee was distributed to committee members in the afternoon, in preparation for the meeting. The Chair informed there was a difference in costs but there were also differences in allowances made for various additions including bi-fold door installation, shelving and painting. It was clarified that the allowance of one builder was only for creating space for the doors and not installing the structural steel beam, while the other offered a reasonable hourly rate for the complete install. It was agreed that further clarification would be required from the builder who added the allowance into their quote, as to what it covered. The Chair indicated that with the allowances removed, the difference between the quotes was closer to \$30,000 rather than the initial \$50,000. The building committee recommended 4 to 1 for the motion to be submitted. Wendy Law, as a building committee member, let it be known that she did not support the building committee recommendation. With the tenders being so close, the Chair indicated that a differentiation between tenders was hard to distinguish. The majority of the subcommittee believed, that despite the higher cost, one tender had a better understanding of what the club’s needs were and that was considered very beneficial. It was identified that the additions included by the more higher quote builder were not asked for in the tender documentation. While not appropriate to discriminate between quotes because of this, the chair indicated that it demonstrated a better understanding of the build. Given that one of the	AL

builders was responsible for the Club's Stage One build, with the club being happy with the outcome, it led to the sub-committee recommending this particular builder.

The Chair indicated that it was now time for the Club Committee to determine whether the recommendation was supported.

Discussion led toward whether the building committee were able to provide sufficient information to support the recommendation made and whether variations to the build would risk a cost blowout, given the experiences of the Stage One build. The Chair indicated that the plans are more detailed this time and the builders have been asked to make allowance for specific numbers of fixtures and fittings. The Chair believed there was minimal opportunity for excessive overruns, given the detail in the provided planning material.

Prior to the suggestions of an independent review of the tenders being raised by several committee members, Todd Hayward stated that he believed there were conflict of interests involved in making a decision within the committee. He stated that although the committee may not consider there to be a conflict, it did not dismiss the presence of unconscious bias existing. Questions were asked on the objectiveness of the scoring and how the builders were rated.

Note: *It was highlighted that not all present at the meeting had visibility of the matrix scores or prices, as that was not included with the original information sent earlier in the day, and only emailed just prior to the meeting.*

Questions were directed specifically at how the building committee qualified the scoring difference in quality of build and experience, despite the Chair indicating earlier of very little differentiation between both builders with regard to these aspects. The Chair indicated again that one of the builders' work was known, having constructed the first stage and this helped sway the decision. It was declared that a level of bias probably existed in formulating the decision, however given the small number of tenders and specific knowledge of one of the builder's work, it would be impossible not to have this influence.

5.22.2 With discussions concluded, the building committee's recommendation was put to motion.

MOTION: *That the BSSLSC Executive note the information provided by the Building Committee and appoint P&L Louttit Total Construction Services Pty Ltd for the Stage 2 Clubhouse Extension and Patrol Tower Build.*

Moved: Al Veness

Seconded: Andrew Edmunds.

The vote was recorded as a tied vote of 9:9. The President elected not to apply his casting vote. The Motion was not carried.

Note: The Treasurer and Powercraft Captain would like noted that they voted before the meeting started at 6.52 pm as reply all email to the whole committee. This was done prior to the meeting as there was no time limit expressed on them, but vote for Peter was not entered. This was not advised to change vote or anything but to be noted.

5.22.3 With the non-carriage of the motion, Kerry Evans and Al Veness indicated that they saw no value in remaining on the building committee and chose to stand down from the building committee.

5.22.4 It was proposed that an independent review of the tender documentation would help to remove the suggested decision bias, identified in the initial tender review. This was argued as expensive, time consuming and not required. It was argued there was sufficient experience within the Club Committee to make an informed and objective decision without

	<p>needing to draw from outside. Todd Hayward then stated that as the building was also a public asset for the wider Broulee community, that obtaining an assessment outside of the Club committee could be seeking an independent review from someone like Andrew Bain, Acting President of the Broulee Mossy Point Community Association.</p> <p>5.22.5 Discussion led toward seeking volunteers from the Club Committee to form a new group to re-evaluate the tender quotes. At conclusion it was decided the Evaluation Committee would consist of Andrew Edmunds as Chair, Claire Forbes, Gary Pettigrove, Todd Haywood, Darren Drewson and Melinda Brogan. The Evaluation Committee would meet over the following days and were to report to the Club Committee at an Extra-Ordinary Meeting to be held on Monday 11 May 20 at 7pm. Andrew Edmunds agreed to produce the necessary selection criteria table for the Evaluation Committee to make their assessment.</p> <p>5.22.6 It was asked whether the Evaluation Committee was the new Building Committee, to which the President said no. All that was occurring was a further review of the tenders so that the Club Committee had more information upon which to justify the awarding decision.</p>	
<p>5.23</p>	<p>Bay to Breakers Swim Report</p> <p>5.23.1 Swim committee report attached.</p> <p>5.23.2 Naming sponsors from Hotondo Homes and their logistics party were brilliant.</p> <p>5.23.2 An excellent relationship with benefits to both parties. The finish area and the archway look professional and works well for swimmers.</p> <p>5.23.3 379 swimmers entered the water and two were rescued by water safety. 209 swimmers were male and 168 were female and 22 swimmers swam their division and the open. The Over 50 age division had 68 swimmers and Over 40 had 64 swimmers. 101 swimmers came from Broulee, Mossy Point, Moruya and Batemans Bay (2018 was 78)</p> <p>5.23.4 A profit of \$8146 was made from the event. The loan from the Broulee club for the RFID Tags has been repaid in full. An allocation of \$2000 each for the Broulee SSLSC and the BMPCA, totalling \$4000 from the profits. A bank balance is retained of \$1500 to carry forward to next year's swim.</p> <p>MOTION: <i>To accept swim committee report.</i></p> <p>Proposed: Gary Pettigrove</p> <p>Seconded: Al Veness</p> <p>Carried.</p>	
<p>5.24</p>	<p>Publicity Report</p> <p>5.24.1 Nil to report.</p>	
<p>6</p>	<p><u>General Business</u></p> <p>6.0.1 Jason Domeny informed the gear shed fit-out is underway. The stairs at the back of the clubhouse will be removed and the access blocked off. The stairs will be fitted in the gear shed to gain access to the mezzanine level.</p> <p>6.0.2 It was asked whether the draft Club Constitution would be ready for presenting at the Club AGM. The Secretary informed that the Club Constitution was on hold because State Centre and FSC were both revising their Constitutions. Our Constitution will be done in sequence.</p> <p>6.0.3 With COVID-19 impact, State has directed all associations can postpone their AGM or conduct them via a videoconference.</p> <p>MOTION: <i>The Club defer the AGM until later in the year to not before August 2020 unless reviewed earlier.</i></p> <p>Proposed: Gary Pettigrove</p> <p>Seconded: Jason Domeny</p>	<p>LM</p>

	Carried. 6.0.4 The ongoing disciplinary investigation documentation needs to be forwarded to the chair of panel. He has informed he is relocating to work from home. The Secretary is to forward the necessary documentation as soon as able.	
7	<u>General Business without notice</u> Nil discussion.	
MEETING CLOSED – 8:35 PM		
NEXT MEETING: EXTRA-ORDINARY MEETING: 7PM, Monday 11th May 2020. GENERAL MEETING – Next general meeting Tuesday 2 nd June 2020		
SIGNED:		
MINUTES SECRETARY: ROB WILDMAN		
PRESIDENT:		

BSSLSC CORRESPONDENCE & SECRETARY’S REPORT

Inwards

SLSNSW Memo regarding Coach survey and leadership group

Team App email regarding fee free to remain

CBA letter regarding card tap transaction amount increasing to \$200 from April

SLSA Memo regarding COVID – 19 mostly help for Clubs that employ staff

SLSNSW letter regarding Community Education program. (Kel Pearce in new role there)
Community Education Health Check 2020 completed

SLSA Memo regarding COVID – 19 resources available

SLSNSW Member Services email regarding wording unclear on our Club website surrounding WWC. Todd has now corrected.

SLSNSW Memo regarding Surfguard updates for end of season.

Patrols are all being marked automatically as “Excused” for everyone

Outwards

Nil

Secretary’s Report

12 nominations received for Club major awards.
Who will be on our selection panel this year?

Hotondo Homes Broulee Bay to Breakers Ocean Swim Event Report 2020



2020. After a successfully

Event Summary

The ninth annual Broulee Bay to Breakers Ocean Swim was conducted on Sunday 8 March summer impacted by fires, floods, closed highways and pandemic disease the swim was managed with 377 swimmers.

The conditions were above the risk tolerance (large waves, southerly winds and big surface chop) for ocean swimming on the advertised main swim course around the headland. The event was moved to North Broulee Bay for the safety of the swimmers and to remain within the risk tolerance. The water was very clear 21.2C. The swim was over a newly designed 1.4km course. The weather conditions were good at 23C, warm and little wind on the contingent swim course. There were 378 swimmers that entered the water and completed the swim. The preregistration was 315 and the walk-up registrations on the day was 56 swimmers. The preregistrations were well down on usual due to the uncertainties around the swimming population to the fires, water quality, available accommodation, travelling through burnt forests and the developing pandemic.

The fifth year of the Under 12 and 14 swim over 500m was conducted also at North Broulee with 39 swimmers.

The event was sponsored by Hotondo Homes (Principal Darren Phillips) as the major sponsor and we were supported by a larger number of local sponsors. Hotondo Homes are in the second of their third three-year major sponsorship agreement. This year we did not fundraise for the Make A Wish Foundation due to the impact of the fires on local businesses.

The organising committee were members from the Broulee Surf Life Saving Club and the Broulee Mossy Point Community Association. The Swim committee all did a fantastic job applying better practice and the lessons learnt from the previous swims to make this a better event. Dave and Rosemary Butt were the swim directors and their efforts were industrious and innovative.

The swimmer's feedback was very this year. The first use of an RFID Timing system did not go to plan and 8 RFID tags were missed recording. The three-file system was not successful this year and needs a review.

A profit was made from the event and the allocation of funds split \$4,000 between the Broulee Surf Life Saving Club and the Broulee Mossy Point Community Association. The welcome back from the Broulee community was visible on the day by participants. The participants indicated that the energy and dedication to make it work was captivating.

Event Facts and Highlights

- Naming sponsorship from Hotondo Homes and their logistics party were brilliant. An excellent relationship with benefits to both parties. The finish area and the archway look professional and works well for swimmers.
- 379 swimmers entered the water and two were rescued by water safety.
- 209 swimmers were male and 168 were female and 22 swimmers swam their division and the open.
- The Over 50 age division had 68 swimmers and Over 40 had 64 swimmers
- 101 swimmers came from Broulee, Mossy Point, Moruya and Batemans Bay (2018 was 78)
- James Thorp won his second Open Men's Swim and Grace Hoitink won her second open Women's swim in a row.
- Swimmer pre-registration entry fee was \$45 and included T-Shirt, swim cap in a Woolworth's shopping bag. Dual swimmers contributed an additional \$10. Walk up swimmers were charged \$65 on the day for their swims.

Fastest Swimmers

The Open and age division faster swimmers are in the following table:

Division	Place	Female	Swim time (hr:min:sec)	Male	Swim time (hr:min:sec)
Open 1.4km	1	Grace Hoitink	0:18:00	James Thorp	0:17:16
	2	Jordyne Rauter	0:18:32	Michael Harding	0:17:51
	3	Hayley Baker	0:18:39	John Fox	0:18:20
Over 80 1.4km	1	Wendy Dunn	0:41:00	Alan Cameron	0:39:58
Over 70 1.4km	1	Roz Odgers	0:34:16	Michael O'Keefe	0:26:53
	2	Marcia Underwood	0:41:59	Terry Dixon	0:28:15
	3	NA		Neil Kennedy	0:30:46
Over 60 1.4km	1	Jane McCallum	0:20:34	Gordon Hughes	0:21:20
	2	Susan Feigler	0:24:59	Brian Weir	0:22:43

	3	Penny Brothers	0:25:22	Andrew Tye	0:22:54
Over 50 1.4km	1	Anne Smyth	0:23:00	John Fox	0:19:19
	2	Gab Smith	0:23:31	Tim Collins	0:19:52
	3	Jenny Weir	0:23:47	Gray Parkes	0:19:53
Over 40 1.4km	1	Melanie Wallenberg	0:22:03	Michael Harding	0:19:14
	2	Anita Saeck	0:23:15	Glen Downie	0:20:43
	3	Jo Sherry	0:23:44	Stuart Godley	0:21:08
Over 30 1.4km	1	Tracy Clinch	0:20:41	Clint Pikin	0:20:21
	2	Abbey French	0:21:02	Gavin Mahoney	0:20:47
	3	Jenna Wald	0:24:25	Luke Harvey	0:21:53
Over 20 1.4km	1	Maggie Welfare	0:23:19	Guy Boland	0:20:15
	2	Danielle Feigler	0:23:45	Jarrod Killey	0:20:24
	3	Rachel Paule	0:24:05	Angus Shaw	0:22:39
Under 20 1.4km	1	Georgia Caldwell	0:18:23	Joseph Pascall	0:20:05
	2	Jordyne Rauter	0:19:15	Harrison Lonsdale	0:21:37
	3	Kate Moroz	0:19:27	Dooley O'Leary	0:29:46
Under 16 1.4km	1	Nina Thorne	0:21:00	Jack Caldwell	0:19:09
	2	Amy Manning	0:21:01	Isaac Brettargh	0:21:41
	3	Molly Lilley	0:22:10	Oliver Lonsdale	0:23:10
Flipper 1.4km	1	Nancy Costin	0:22:14	Adam Sturt	0:26:18
	2	Damia O'Loughlin	0:25:22	Darren Phillips	0:31:45
	3	NA		Michael Hose	0:32:36
Under 14 500m	1	Tarren Elliot	0:07:03	Jack Caldwell	0:07:01
	2	Sofia Szymanski	0:07:09	Anton Thorn	0:07:07
	3	Skye Wildman	0:07:35	Xavier Hose	0:07:26
Under 12 500m	1	Lara Elliot	0:07:23	Monty Lloyd Jones	0:09:11
	2	Annika Thorne	0:08:42	Nicholas Wain	0:09:26
	3	Ameila Rose	0:09:24	James Collins	0:09:34

Sponsors

The following sponsors supported the event and their donations were gratefully received:

Sponsor	Sponsorship Donation
Hotondo Homes	Naming Sponsor \$2000
Tomakin Club	10 x meal vouchers
Ingenia Big 4 Caravan Park Broulee	Voucher for weekend
Lodge Motel Broulee	Accommodation Voucher
FX Business	Free Photocopying for event
Total Eco Adventures	Surf Experience Vouchers
Broulee Surf School	Surf lesson and Stand up lesson vouchers
One Sports Wear	2 x Back Packs with included gifts
Two Sisters Takeaway	Voucher for a meal
Broulee Supermarket	5 x Vouchers
Broulee Offshore Surf Shop	2 x Gift voucher
Woolworths	250 Shopping bags
Single Fin Café	Prizes and Voucher
Blue Hills Honey	24 Honey Pots

Chris Jones Southern Cross TV	Free Showing promotional advertisement
IGA Tomakin	Vouchers
Bay Physiotherapy	Gift Prize
Village Centre Batemans Bay	Shopping Voucher
John Hicks Photography	Photos on website
Broulee Reform Health	Vouchers

Special thanks to Lynn Bain, Bede Webster, Gab Smith and Geoff Wells for the effort in seeking and confirming sponsors.

Prizes

Age Group	Cash Sponsored by Hotondo Homes	Second place	Third place
Open	Medal and \$300	Voucher	Voucher
Over 20	Medal and \$100	Voucher	Voucher
Over 30	Medal and \$100	Voucher	Voucher
Over 40	Medal and \$100	Voucher	Voucher
Over 50	Medal and \$100	Voucher	Voucher
Over 60	Medal and \$100	Voucher	Voucher
Over 70	Medal and \$100	Voucher	Voucher
Over 80	Medal and \$100	NA	NA
Under 20	Medal and \$100	Voucher	Voucher
Under 16	Medal and \$100	Voucher	Voucher
Flippers	Medal and Voucher	Voucher	Voucher
Under 12 and 14	Medal and Sports Pack or Voucher	Medal	Medal

The Medals were purchased from Batemans Bay Trophies.

Financial Statement 2020

Profit Loss

Income

Registrations	\$18,150.51
Sponsorship	\$ 2,115.00

Total income **\$20,265.51**

(Income 2019 \$19,430.00)

Total Profit 2020 **\$ 8,146.67**

(Total Profit 2019 \$ 8,013.90)

Account balance[#] **\$ 11,507.90**

Expenditure

Shirts/Printing/caps	\$6,835.00
Prizes & money	\$3,122.35
Advertising	\$ 912.54
Insurance	\$ 152.00
Hi Vis Vests	\$ 39.60
Donation	\$ 100.00

Total expenditure **\$12,118.84**

(Expense 2019 \$ 11,416.10)

Assets (cost value)

Joey RFID Timer	\$ 5,000.00	<i>(Donated to Club)</i>
RFID Tags	\$ 5,000.00	<i>(From 2020 profit)</i>
Swim Caps (400)	\$ 1,520.00	

Total Asset \$11,520.00**Liability**

Loan for RFID Tags	\$5,000.00
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Total Liability \$5,000.00Recommendations

1. That \$5000 be allocated to the Broulee Surfers SLSC to repay the load for the RFID tags.
2. That \$2000.00 be allocated each to the Broulee Surfers SLSC and Broulee Mossy Point Community Association.
3. The balance of \$1500.00 be retained for a bank float for next year's swim.