

Tugun SLSC Annual General Meeting
Minutes



The Annual General Meeting of the Tugun Surf Lifesaving Club was held on Sunday, 2 July 2023 at the Tugun SLSC Waves Function rooms.

The meeting commenced at 10.00 am.

The Notice of Meeting was circulated to members on 10 May 2023.

1. Attendance and Apologies

a. Management Committee

- | | |
|-----------------------|-------------------------------|
| i. Brett Beutel: | President |
| ii. Greg Hamilton: | Secretary |
| iii. Jason Smith: | Treasurer |
| iv. Thomas Schneider: | Director of Lifesaving |
| v. Karla James: | Director of Junior Activities |

b. Active Members

Paul Bell, Leon Dunstan, Karl Muggeridge, Kelly Piazza, Martin Rodwell, Melinda-Jane Tolvay, Peter White, Geoff Wright,

c. Long Service

Tony Buckingham, Mark Dawson, Peter Hall, Robert Hodgson, Steve Mannion, Rhyam Pankhurst, John Sorrell, Bruce Zillman

d. Reserve Active

Kelly Margetts, Ian Phillips, Callum Taylor

e. Life Members

Arthur Anderson, David Brittain, Stan Damro, Roger Dibden, Alan Griffiths, Brian O'Keefe, Don McAdam, Bob Seaton, Murray Seaton, Craig Williams, Gavin Watts, Andy Wilson

f. Apologies

Ian Barfoot, Adam Bruhn, Ross McPhillips, David Mitchell, Frank Osborne Hugo-Roderick Tolvay, Kevin Watson

2. Conflict of Interest

Nil

3. Welcome

The President read the apologies and welcomed members to the meeting.

The President thanked the membership for their support over the last season, in particular patrolling members who give up their time to ensure all our Club commitments are met. He congratulated our surf sports athletes on the successes they achieved at the State Champs and Aussies this season.

The President understands members are requiring an update on the progress of the building works and advised of the following:

- As members would be aware the building requires significant work be undertaken to achieve conformity with current building specifications and codes and this must be undertaken prior to the

installation of lifts within the building. Unfortunately, this takes time and sourcing the necessary quotes has been time consuming.

- Maintenance work to the change rooms is commencing 3 July 2023, with an approx. cost of \$40 000.
- The Gold Coast City Council have recently approved installation of 4 x roller doors on the Southern side of Club, to be accompanied by upgraded craft storage racks internally, at an approx. costing of \$40,000.
- Club Budgeting / funding for projects is a priority going into 2023/24 season and the Club is working closely with the Supporters Club to manage this.
- **Fire Requirements**
 - **Dayshelf have completed:**
 - replacement of fire doors within the Club at a cost of \$29 500.
 - Through the Supporters Club all fire evacuation plans / fire training & documentation has been updated for the building.
 - Completion of fire block zone diagrams are in progress (this is required by insurers).
 - Thank you to Peter White (Sandbar) for updating balustrades in function room stairwell to meet requirements / back stairwell to be completed.
 - **AS Fire Systems** have been engaged to undertake works in back stairwell to meet fire rating certification at approx. cost of \$13 000.
 - All stairwells to be tiled and the Board has engaged Geoff Wright Tiling to complete this process.
 - **On the first floor:**
 - all exposed timber beams to be painted with fire retardant paint.
 - balcony area roofing / glass balustraded to be upgraded – Supporters Club working on this project.
 - fire separation between level 1 and ground floor offices to be undertaken.
 - **Stantec**
 - have been engaged to complete the designs and plans for installation of wet & dry fire systems across whole building at an approx. cost of approx. \$30 000 for the designs, with estimated total project cost of approx. \$200 000.
- **Electrical**
 - Will Power Electrical Engaged to update all switchboards across building.
 - Design drawing for emergency lighting upgrades is currently being completed by Eriksson Solutions (in progress and due soon) at approx. cost of \$12 000.

4. Confirmation of 2021/22 AGM Minutes & Business Arising

- Building issues (refer to Presidents Welcome above)
- 100th Year Anniversary - in progress.

Motion:

The Minutes from the

- 2021/22 Annual General Meeting dated 3 July 2022 are accepted: and

Moved: Paul Bell **Seconded:** Geoff Wright **Result:** Carried

5. Presentation and Adoption of the 2022 / 2023 Annual Report and Audited financial statements.

The 2022/23 Annual Report was presented by the Club President, thanking the Club Admin Sharon Phillips for the work in putting it together.

The Club Treasurer, Jason Smith presented the 2022/23 Audited Financial reports, advising the membership the Club had made positive gains this season and the Club's cash reserves were good, particularly as we move forward with building works. It was also very pleasing to see the cooperation with the Supporters Club Management Committee this season.

Motion:

The Annual Report for the 2022/23 Season is accepted.

Moved: Brett Beutel **Seconded:** Arthur Anderson **Result: Carried**

Motion:

The audited financial report for the year ending 30 April 2023 is accepted.

Moved: Jason Smith **Seconded:** Brett Beutel **Result: Carried**

**6. Notice of Motion for amendment to Club Constitution
(of which due notice has been given)**

A Notice of Motion to amend the Tugun Surf Life Saving Inc Constitution to remove the position of Supporters Club Director from Sections 29.1 Composition of Board, and Section 30.3 Terms of Office of Office was presented to the membership. This motion is being presented as the inclusion of this role has not achieved the original aims and due to the timing of the Supporters Club AGM (after the lifesaving club) it is not possible to make an appointment at the Surf Life Saving AGM.

Both the Club President and Steve Mannion President of the Supporters Club were very pleased to report to the membership the 2 committees were working extremely well together and channels of communication were open and regular. The Presidents of both committees were invited as required to attend meetings.

The notice of motion was circulated as an attachment with the AGM Agenda to the membership.

Motion as per:

- Section 39 Alteration of the Constitution; and
- Section 22, Notices of Motion.

The Special Resolution to amend the Club Constitution is presented to the membership as follows:

The following amendment is requested to the Club Constitution as follows:

Section 29.1 Composition of Board

Removal of item

- (h) The Supporters Club Director

Section 30.3 Term of Office of Directors

Removal of item

- (c) The Supporters Club Director shall be elected annually and must be a member of the Tugun Surf Life Saving Supporters Club Board.

Moved: Brett Beutel **Seconded:** Jason Smith

Result: unanimous Motion Carried

Action Item: Club Administration to submit amended constitution to Qld Office of Fair Trading for processing and advise Point Danger Branch and SLSQ of updated Constitution.

7. Election of Board of Directors (as per the Constitution Clause 30: Election of officers)

Motion:

The following positions were declared open and the following nominations as received are accepted and approved as follows:

- **Treasurer:** Jason Smith (Term 2 years)
Moved: Brett Beutel **Seconded:** Greg Hamilton
- **Secretary:** Greg Hamilton (Term 2 years)
Moved: Brett Beutel **Seconded:** Jason Smith
- **Director of Junior Activities:** Adam Bruhn (Term 1 year only, due to resignation)
Moved: Greg Hamilton **Seconded:** Ian Phillips
- **Director of Surf Sports:** no nominations received
(Board of Directors to review at first meeting)

Result: Carried

Action Item: The Board of Directors to recruit and appoint Director of Surf Sports

It was noted by representatives from the Surf Sports Section, Kelly Margetts and Karl Muggeridge this section has met and will be forming a surf sports sub-committee this season. As the section grows, the goal is to ensure the load of work is spread across a number of volunteers and the work load does not fall only on the Director of Surf Sports.

The membership noted the significant contributions made by Karla James as the outgoing Surf Sports Director and sincerely thanked her for her hard work and contributions to the Club during this time.

8. Endorsement of Branch Councillor

Motion: Brett Beutel (Club President) is endorsed as the Branch Councillor for the 2023/24. Season.

Moved: Jason Smith **Seconded:** Craig Williams **Result: Carried**

9. Affiliations

Motion:

The Club seeks to formally affiliate with the Point Danger Branch, Surf Life Saving Queensland and Surf Life Saving Australia and further the Club agrees to abide by the Constitutions, Rules, Regulations and resolutions together with the awards and equipment of Surf Life Saving Queensland and Surf Life Saving Australia.

Moved: Greg Hamilton **Seconded:** Jason Smith **Result: Carried**

Motion:

The Club recognises the affiliation of the Tugun Surf Life Saving Supporters Association (subject to confirmation affiliation to Tugun SLSC is passed at the Tugun Surf Life Saving Supporters Club AGM).

Moved: Brett Beutel **Seconded:** Jason Smith **Result: Carried**

10. Appointment of 2023/24 Season Auditor

Motion:

The Club seeks approval for the appointment of CAAAS Audit Services for the 2023/24 Season

Moved: Jason Smith **Seconded:** Brett Beutel **Result: Carried**

11. Nominations / Endorsement of other Officer Roles

Motion:

The following Club Officer positions were declared open and nominations received are accepted for an appointment term of 1 year and approved as follows (noting only one nomination was received for each role):

- **Patron:** Craig Williams
Moved: Brett Beutel **Seconded:** Greg Hamilton
- **Chief Training Officer:** Ian Phillips
Moved: Brett Beutel **Seconded:** Tom Schneider
- **IRB Officer:** Vacant
To be appointed by the Board of Directors
- **Transport Officer:** Vacant
To be appointed by the Board of Directors
- **First Aid Officer:** Leon Dunstan and Lyn Sarquis
Moved: Ian Phillips **Seconded:** Tom Schneider
- **Clubhouse Officer:** Robert Hodgson
Moved: Brett Beutel **Seconded:** Tom Schneider
- **Youth Development Officer:** Kelly Piazza
Moved: Brett Beutel **Seconded:** Tom Schneider
- **Grievance Officer:** Vacant
To be appointed by the Board of Directors as required
- **Team Manager:** Karl Mugeridge
Moved: Kelly Margetts **Seconded:** Murray Seaton
- **Marketing & Media Officer:** Ryham Pankhurst
Moved: Brett Beutel **Seconded:** Jason Smith
- **Surf Boat Captain: David Mitchell**
Moved: Jason Smith **Seconded:** Brett Beutel

Result: motion carried

Action Item: The Board of Directors to recruit and appoint to vacant positions

12. Endorsement of 2023/24 Junior Activities Committee

Motion:

The membership is requested to endorse the 2023/24 Junior Activities Committee for a Term of 1 year as follows:

| | |
|---------------------------------------|--------------|
| Chair | Adam Bruhn |
| Deputy Junior Activities Coordinator: | David Portas |
| Secretary: | Jane Dunstan |
| Treasurer | David Portas |
| Fundraising & Events Coordinator: | Jess Baxter |
| Team Manager | Vacant |

Moved: Brett Beutel **Seconded:** Jason Smith **Result: Carried**

Action Item: The Board of Directors, in consultation with the Junior Section to recruit and appoint to vacant positions.

13. Appointment of the following Club Committees

- **Judiciary Committee**

To be appointed by the Board of Directors as required

- **Meritorious Award Committee**

Motion: The Meritorious Award Committee comprises the following members for the 2023/24 Season:

- David Mitchell (Chair)
- Stan Damro
- Arthur Anderson
- Roger Dibden
- Craig Williams
- Andy Wislon (Reserve)

Moved: Craig Williams **Seconded:** Brett Beutel **Result:** Carried

- **Finance and Property Committee**

To be appointed by the Board of Directors

14. Public Liability

The General Council Members noted confirmation of the Clubs Public Liability provided as an attachment with the agenda.

16. General Business

The President was very pleased to present the SLSA 70 Years Long Service Pin to Life Member Alan Griffith's.

The President was very pleased to welcome to the Club and introduce to the membership the newly appointed Club Administrator Kate Steele. The President sincerely thanked Sharon Phillips who had been undertaking this role and thanked her for her commitment to the Club over the last 5 years.

Don McAdam advised the membership Mick Fraser a former member and long-time supporters of the Club was currently in hospital.

David Brittain requested information on the possibility of the Club purchasing a Club bus to again provide a courtesy service. The President confirmed that currently this was a low priority whilst the building works were being undertaken due to the costs involved. It was noted, licensing requirements for courtesy buses were now very stringent.

In response to the Club's upcoming 100th anniversary the President advised the Club were:

- Currently in discussion with journalism students from Bond University to undertake interviews with Life Members on behalf of the Club;
- The Club is looking to recruit an historian/author to put together a book celebrating our 100th anniversary.
- Discussions were being undertaken with SLSQ to host the State Champs in 2025; and
- Consideration is being given to holding "Tugun Open" surf sports carnival in December 2025.

Tony Buckingham advised the Tugun tavern also turned 100 the same year and it may be worth considering a joint community activity.

On behalf of the membership Mark Dawson thanked the Board of Directors for their work and commitment to the Club over the 2022/23 Season.

Meeting Closed: 11.15 am

Signed as a true and accurate record:

Brett Beutel

President

Greg Hamilton

Secretary