**SCC Committee Meeting**

**MInutes**

**Date / Start Time: Tuesday 18 October 2022** **at 3pm**

**Venue: SCC**

Next meeting Tuesday 15 November 2022 at 4pm.

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| **Attendees:** | Deb Buswell (DB), Michelle Cole (MC), Suzanne Fielding (SF), Graeme Paton,  Colin Scully (invitee) Dave Gilbert (DG), Kerry Hughes and Marty Wells (MW). |
| **Chair:** | Marion Ewing (ME) |
| **Apologies:** |  |

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| **Item Ref.** | **Description** |
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| Previous meeting minutes | **MOTION:** The minutes of the previous committee are a true and accurate record.   |  |  | | --- | --- | | Moved: | ME | | Seconded: | DB | | Carried: |  | |
| BusinessArising | * 1. **Maintenance and Alterations.**   DB to chase up painting of outdoor deck.  The wheelchair electronic ramp has been repaired at a cost of $660 as it was needed to be fixed over a public holiday. The club will separately proceed with the annual inspection. It is important that it be used only by people with a disability because it is expensive to repair.  Lights downstairs need to be replaced. 2 have been done a further 3 to go. Cost $600 approx.  Further club alterations such a bar stool purchases deferred.  Will obtain quotes for additional security camera downstairs.  Mike Glasson has done a mock up of the Honour Board. Approved to proceed in jarrah at potential cost of $150. **Juniors** There will be no subsidy for junior memberships. Juniors are not to be provided key fobs. Temporary key fobs will be provided to the instructors who are Paddle Australia qualified and insured, to assist with club access. Boats must be booked out for use away from the club. DG and Demi to agree appropriate boats and Demi is to be responsible for boat return. **Insurance** The brokers confirmed that Paddle Australia Insurance extends to venue hire but advised that correspondence to that effect could not be provided due to confidentiality issues. The Club will continue to rely on that advice but ME will also pursue Paddle Australia about whether it is possible to get an amendment to the cover.  Insurance for club contents would be limited to minimum required by Lease. **Open Day** The Open Day on 30.10 has sufficient volunteers. Time slots have been set for trying boats and people will be escorted through the club before their paddle. **WH&S** MW has spoken to on of his contacts who is an expert in this area and he has agreed to speak to Committee representatives about the issues the Club should consider in this area.  OH&S to be added as an agenda item. |
| President’s report | **Monitors**. A larger monitor for the administration desk was approved.  The Club will look at a simple blue tooth screen for downstairs. **Paddle WA Awards** ME did not proceed with any nominations. |
| Treasurer’s report | Monthly profit $33000.  Given recent expenditure the Club will put on hold any further significant discretionary expenditure.  Received TOMP refund of $3000.  For reimbursements of expenditure email to SF with name and amount. Body of email should have photo of receipt.  A mastercard is now with administration and can be used for petty expenses. Obtain a receipt when it is used and write on the receipt who used it and what it was for and then hand receipt to administration. |
| Secretary’s Report | The Information Statement is due to be filed this month. |
| Boat Officer | A significant amount of maintenance is being required to be done to boats as a consequence of member misuse. This is causing significant costs and is reducing the life of club boats.  To address this issue – (1) newsletter to members raising the issue and reminding them of the importance of proper boat treatment; (2) T&D to put together a competency test program for use of club boats; (3) downstairs video screen to demonstrate proper boat use.  If the issue persists the Club may have to look at only buying plastic boats. |
| Social Committee | The Gin Night was a great success.  The next event is the Christmas Party. Budget of $1400 approved. |
| Boat Shed | N/A |
| New Business | * 1. **Club Awards**   ME to get junior nomination from Demi. Other awards to be considered – Paddler of the Year; Club Hero; Member of the Year. **Venue Hire** Hire to Elena approved. In future hire to be confined to Members or as required by TOMP. |
| AOB | N/A |

**Meeting Closed at 5pm**