



**SCC Committee Meeting  
Minutes**


**Date / Start Time:** Tuesday 20 June 2023 4:15pm  
**Venue:** SCC

Next meeting Tuesday 18 July 2023 4:15pm

<b>Attendees:</b>	Suzanne Fielding, Marty Wells, Graeme Paton, Alex Marsden, Mick Small, Lisa Beckley, Colin Scully (by invitation)
<b>Chair:</b>	Marion Ewing
<b>Apologies:</b>	Deb Buswell

Acc

<b>Item Ref.</b>	<b>Description</b>
------------------	--------------------

<b>1 Previous meeting minutes</b>	<p><b>MOTION:</b> The minutes of the previous committee are a true and accurate record.</p> <table border="1" data-bbox="472 73 842 185"> <tr> <td>Moved:</td> <td>ME</td> </tr> <tr> <td>Seconded:</td> <td>SF</td> </tr> <tr> <td>Carried:</td> <td></td> </tr> </table>	Moved:	ME	Seconded:	SF	Carried:		
Moved:	ME							
Seconded:	SF							
Carried:								
<b>2 Business Arising</b>	<p>2.1 Induction Video Remains a work in progress with Lauren, there will be some delay due to Covid illness. There is a need for recorded information to be available on the website and for dry inductions, a 15 minute video recorded in topic segments is planned with a particular need for information on how to look after boats.</p> <p>2.2 Power Bill A work in progress. Reference to 'TOMP CEO' in May minutes should be corrected to 'TOMP Manager infrastructure and facilities'.</p> <p>2.3 National Integrity Framework (NIF) policies Next step is to embrace suggestions of protocols to be included in club newsletters; the website (sportintegrity.gov.au) has a checklist that the club can follow. AM and MS to review policies and guidelines available with assistance from MW in retrieving information on Google drive, Lauren to assist when available.</p> <p>2.4 National Redress Scheme (NRS) ME to join PRODA (the online authentication system enabling access to information through the NRS Institution Portal) as a next step. All audited accounts are with the assessor to determine whether we are financially viable. ME confirmed that the process is highly confidential, only she will have specifics but will be able share generalities. ME now has ownership of the ABN.</p> <p>2.5 Work, Health &amp; Safety (WHS) MW and MC (previous secretary) met with a WHC specialist to discuss the necessity for the club to undertake hazard/risk assessment approach for all club activities, and to maintain records of any identified hazards and incidents relevant to WHS. MW will follow up with Lauren to confirm or arrange for a suitable book in the office for hazard / incident reporting. We also have a log of maintenance matters.</p> <p>MS raised an issue with some navigation lights used on Thursday nights being red - and not white lights, as required. This may be more pertinent to the time trials group and the relevant guideline or policy document will be updated to state that a <u>white</u> light is required.</p> <p>2.6 Boatshed Update Approval from minister delayed another 6 weeks. Feeling at the AGM confirmed refurbishment of the old shed to be a priority. It was noted that it was previously minuted that no new boatshed would proceed without refurbishment of the current boatshed, this has also been noted in audited accounts for relevance to the Redress Scheme.</p>	<b>ME</b>						
<b>3 President's report</b>	<p>AGM ME welcomed the new committee members (AM, MS, LB)</p> <p>Reference was made to the last item discussed at the May meeting</p>	<b>ME</b>						



**Meeting Closed at 5:30pm**