



Meeting Minutes - Seahampton

Meeting: GENERAL MEETING – Ref # 2016SEP
Chaired by: Warren Mackaway - Vice President
Minutes by: Anton Glover - Secretary
Location: Seahampton RFB
 40 George Booth Dr
 Seahampton NSW 2286
Date: 18/09/2016
Start Time: 14:11 hrs
Finish Time: 14:59 hrs

Minutes

If an item in a meeting is not an action enter "N/A" in the Owner and Due Date columns.

Attendees

Anton Glover	Sue Rishman	Kerrie Schwetz
Ryan Domandl	Michael Scales	Brittnie Iles
Stephen Schwetz	Sam Dart	Sam Berry
Warren Mackaway	Peter Hill	Chris Smith
Michael Zerbes	Ben Wright	Will Fozdick

Apologies

Stuart McCash	Mick Cooksley	Colin Dennis
Val Dennis	Sam Hedley	Scott Oliver
Alex Gregg	Jack Parsons	Eltiki Spruce
Trent Culhane	Mark Hocking	

This is an authorised copy of the minutes of this meeting.

Chairperson..... Signature..... Date.....
 Secretary..... Signature..... Date.....

Minutes from Previous Meeting

Business Arising	Action Completed	Date Completed
The dash cam in the Cat 1 is still not working. The dash cam from the Cat7 will be switched into the Cat1. Stephen Schwetz will investigate the matter.		
Reporting that the station radio had been fixed with replacement of the amplifier.		

Minutes from Previous Meeting - Accepted	Moved	Seconded	Carried/Voting Notes
Motion: The above corrections are made/noted to the previous minutes and the minutes be accepted as true & correct	Ben Wright	Michael Zerbes	Yes

Correspondence In

Date:	Topic:
23/08/2016	Sydney CBD Attendance
	Capacity Building in Vanuatu
	Emergency Management Exercise
24/08/2016	CBD Major Exercise
25/08/2016	Sanitary Bin Service
	M1 Pacific Motorway Maintenance
29/08/2016	Youth Participation Workshop
30/08/2016	BF Nomination
02/09/2016	Southern Australian Seasonal Bush Fire Outlook
	Operational Brief HAZMAT
05/09/2016	Northlakes Salvos Community Carols
08/09/2016	Cat1 ladders from Wyong
13/09/2016	Annual Permit Issuing Officers Briefing
16/09/2016	Procedures Wyong and Lake Macquarie training Props
	RFSA meeting at Wakefield
	Ops Safety Day Assistants Briefing
	RFSA meeting 5 th October.

Correspondence Out

Date:	Topic:
	Council Amalgamations

Correspondence Actions

Business Arising	Action Completed	Date Completed

Correspondence - Accepted	Moved	Seconded	Carried/Voting Notes
Motion: The Correspondence presented be accepted	Brittanie Iles	Ben Wright	Yes

Captain's Report

From the 14th of May 2016, we have been activated for 62 Incident Calls, 3 operational requests totalling to a number of 65 Incident calls and or Operational Request.

These stats are based on the 37 members we have on our books, if we add all the members incident calls as a whole the total number comes to 287 which gives us an average number of 7.9 rounding that up since 14th of May 2016 the average member has attended 8 calls. With one member attending a total of 49 calls and some not attending any at all.

The brigade has held 3 meetings so far this year with the average number for that being 1.8 rounding that up gives a total average of 2 with some attending a total of 3 meetings and some not attending any at all.

As a brigade we have completed 7 Crew Weekends, 6 Training Days and 2 Community events giving a total number of 15 days all together. Once again based on the number of 37 members on the brigade books and adding up every member's individual days that gives a total number of 128 with an average 3.5 days completed by members with one member attending a total of 12 days and some not attending at all.

- 6 members have successfully completed their theory component of the VF Assessment .
- The RALS pelican brand lights have been purchased and awaiting installation on the truck.
- 3 proposed HR's are planned for the northern part of Lake Macquarie (group 6's area)
- carols at macquarie college are on the 18th of December 2016 please indicate your availability

Thankyou,
Sam Berry
Captain

President's Report

Hi All,

We have welcomed several new members into the brigade over the last couple of months, so please take the time to introduce yourself when you see them around.

Thankyou to all those members that have paid their Membership Fee by the cutoff date which has now passed. Anyone that hasn't paid yet (unless probationary) will not be able to vote in the election of Field Officer positions from now until the conclusion of the 2017 AGM.

Thankyou to those involved in the recent Get Ready Weekend BBQ at the station. I still do not understand what happened in regards to the Bunnings Participation as according the HQ, we were listed at Boolaroo with Awaba. While confirming all details, i was informed by Bunnings that Awaba and Cameron Park were the brigades at Boolaroo and Cameron Park was for Wallsend and Mandalong was for Kotara. I have sent feedback to HQ in regards to this mishap on behalf of the brigade.

The Glencore Mining company Community grant has been submitted with the winning vote for a Portable GRN Radio for the Cat 7. I hope to hear if it is successful or not within the next 2 weeks. The result will be sent via email and facebook to all members once known.

A good job by all for the participation within the brigade. Keep up the great work.

Cheers,
 Mark Hocking
 President

Treasurer Report

See Attached Report as tabled.

Business Arising	Action Completed	Date Completed

Treasurer's Report - Accepted	Moved	Seconded	Carried/Voting Notes
Motion: The Treasurer's Report be accepted & any bills as listed be paid	Michael Zerbes	Kerrie Schwetz	Yes

Workplace Health and Safety

Business Arising	Action Completed	Date Completed

Discussions & Details of Motions	Moved	Seconded	Carried/Voting Notes	Due Date

General Business

Discussions & Details of Motions	Moved	Seconded	Carried/Voting Notes	Due Date
Ben Wright informs the meeting that the trucks had been up at Ops Safety Day. The grinder failed but has been repaired, the pump on cat 1 needs to be sent to workshop (Sam Berry to follow up), the suction hose has to be taken off truck for repair, the vest over the crew leader's seat can't sit where it is but the issue will be				

fixed.				
It was also noted that Fire control had some out of date oxygen cylinders and that will be followed up.				
Sam Dart mentions the internet situation at the station currently.				
Motion: to inform the brigade of any response from FC and if unsatisfactorily answered, the station will investigate getting internet up to \$65 of our own accord.	Sam Berry	Anton Glover	Yes	
Toilet hygiene in regards to the males. It is asked that all members clean up after themselves in this area if they had created a mess and to replenish supplies when empty. Warren Mackaway also mentions paper towels and supports the topic.				
A proposal to fill in mezzanine level and turn the upstairs area into an enclosed space.				
Motion: To investigate the Mezzanine wall installation.				
Possible materials considered were plywood and gyprock. As Mark Hocking and Warren Mackaway had already started developing the idea, they will continue to look into it.	Stephen Schwetz	Kerrie Schwetz	Yes	
Reporting back on the information on the mergers and currently the effect will be minimal, but after fire season we should be expecting changes to come through.				
BBQ weekends are a perfect opportunity to raise money for the station, currently there are plans for two BBQ weekends and further information will be provided when details are confirmed. All member are invited to give suggestions for possible fundraising events to help the brigade.				
Brigade constitution changes are being pushed back again.				
On the 28 th September there will be an ICON and BERS information night held. There are a number of Executive members that will attend on the behalf of the brigade.				
Warren Mackaway is updating the members about his progress with setting up around the station. He has also invited any ideas for the station to be proposed and discussed.				
Station feedback on the Get Ready Weekend was provided, and it was felt that not enough promotion went on for the event, and future events the station itself could and can do more.				

Catering changes are to be made, with Event planning over Facebook to be used as the primary tool for this. More information will be provided to the brigade when available.

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Next Scheduled meeting

Location: Seahampton RFB
40 George Booth Dr
Seahampton NSW 2286

Date: 16/10/2016

Est. Start Time: 1300 hrs



2016 – TREASURER'S REPORT

Seahampton RFB

AUGUST 2016

Good afternoon Members

I have before me the income and expenditure items for the month of August 2016.

There has been a spend for operational needs in the amount of \$166.19 with a small income of Member fees in the amount of \$25.00 affecting the General Account.

Monies affecting the Social account were for lunches totalling \$91.74 (this also represents monies reimbursed to Col and Val Dennis for the AGM meeting that we were waiting on a receipt for). The other monies affecting the account were from the Vending machine totalling \$102.50.

The major difference in the Gift Account was the issue with the payment for the Light Towers. As per our meeting in July members were informed of the issue we had with paying through Paypal. These monies totalling \$2,799.90 have not yet been received into the bank as at the 6th September.

Total funds for the Brigade at the 31st August, 20106

General	\$	456.94
Social	\$	599.88
Gift		\$17,002.82
DGR	\$	2,476.68
Total		\$20,536.32

Once again for the month of August no significant monies have been received by the Brigade, which means we are now using Brigade reserve funds for our operational and/or scioial needs. In order to avoid these funds lowering further we will need to establish some fundraising activities for the whole Brigade to participate in in order to boost our bank account.

Thankyou,

Susan Rishman
Treasurer

For further information regarding the Treasurer's Report, please contact Susan Rishman via email rishorfs@gmail.com

SEAHAMPTON RURAL FIRE BRIGADE

INCOME AND EXPENDITURE ACCOUNT

for the operating month of August 2016

ABN # 49 277 075 131

	Expenditure	Income	Balances
GENERAL ACCOUNT - c/fwd balance	\$ 223.13		
Electrical requirements - Sam Dart	57.94		
Bunnings - Water Gun - Warren Macaway	39.90		
Transfer from Gift Account - Operational		375.00	
Stationery needs - Mark Hocking	48.55		
Member Fees - Stuart McCash		5.00	
Member Fees - Glover / Headley		10.00	
Member Fees		10.00	
Sim cards for tablets in trucks - Sam Berry	19.80		
	166.19	400.00	\$ 456.94
SOCIAL ACCOUNT - c/fwd balance	\$ 589.12		
AGM Meeting lunch - Col Dennis	41.74		
Vending Machine		102.50	
Lunches - Chris Smith	50.00		
	91.74	102.50	\$ 599.88
GIFT ACCOUNT - c/fwd balance	\$ 22,977.62		
Transfer to General Fund - operational monies	\$ 375.00		
Paid to Paypal - Lights (to come back to us)	\$ 2,799.90		
Led Torch Shop - Lights	\$ 2,799.90		
	5,974.80	0.00	\$ 17,002.82
DGR ACCOUNT (RFS held) - c/fwd balance	\$ 2,466.25		
Interest received - July		5.09	
Interest received - August		5.34	
	0.00	10.43	\$ 2,476.68

SEAHAMPTON RURAL FIRE BRIGADE AUGUST - ACCOUNT SUMMARY

BANKED MONIES

General Account	\$ 456.94		
Social Account	\$ 599.88		
Gift Account	\$ 17,002.82		
DGR Account	\$ 2,476.68	\$20,536.32	

TOTAL MONIES HELD BY BRIGADE

\$20,536.32

VENDING MACHINE - previous month balance	\$ 1,512.02		
Sales		102.50	
Purchases			
	0.00	102.50	\$ 1,614.52