



SEAHAMPTON RURAL FIRE BRIGADE MEETING MINUTES

Meeting Type:	General	Date:	15.11.2009
Location:	Station	Time Opened:	13.12 hours
Chairperson:		Scott Colefax	
Minutes Reference Number:		0018	

Members In Attendance		
M. HOCKING	S. COLEFAX	T. O'BRIEN
J. ASQUITH	N. HUDSON	W. MACKAWAY
M. WEIGNER	G. WARD	

Apologies					
A. HARDING	C.DENNIS	V. DENNIS			
S. BERRY	M.HUDSON	J.EVANS			
Motion: That the Apologies be Accepted.					
Moved:	T. O'BRIEN	Seconded:	J. ASQUITH	Carried?	YES

Minutes From Previous Meeting					
Motion: That the minutes of the previous meeting be accepted as true & correct.					
Moved:	M. WEIGNER	Seconded:	J. ASQUITH	Carried?	YES

Business Arising From Previous Minutes			
Discussion & Details Of Any Motions, Including Mover & Seconder	Vote Carried?	Task Assigned To	Due Date
Ladder has been purchased			
Long service award paperwork has been initiated			

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

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

Correspondence In					
Memo: Check List for First Aid Kits	Memo: Operational Safety Inspection				
Memo: Out of Area Assistance	Fax: RFS Christmas Cards				
Memo: Group Captain Elections	BAS Notice				
Fax: Change of details completed	Ballot Papers – Group Captain Elections				
Memo: RFS Open Day	Fax: Swine Flu Update				
Memo: Reminder Operational Safety Inspection	Memo:- CSA course				
Memo: Update on Village 2 Classification	Memo: Group Captain Election Results				
Memo: CEAC Invitation	Memo: Confirmation Operational Safety Insp.				
Memo: Allocation of Group Officers	Letter from ING				
Fax: RFS Numbers	Memo: Operational Exercise				
Memo: Operational Safety Inspection	Optus bill x 4				
NPBS statement x 4	Memo: CSA Course Reminder				
Memo: First Aid Kit Contents	Memo: EOI SABRE Program				
Memo: Operational Exercise Cancelled	Fax: Approval for Pool Vehicle usage x 5				
Fax: Freemans Waterhole Caravan Park Visit	Fax: Approval Morisset Rotary Fundraising				
Fax: Heightened Bush Fire Danger Warning	Memo: Hazard Reductions				
Memo: Incident Location Info	Fax: Approval Macquarie College Display				
Fax: Denial for Pool Vehicle usage	Fax: Denial for Longriders CMC due weather.				
Fax: Approval Street Meetings	Memo: Mattara EOI				
Evette Ward resignation	Captains committee meeting				
Amie Gallagher and Matt Stewart LOA Request	Sam Berry LOA Termination				
Roadworks Notificatoin					
Memo: Report Operational Inspections					
Correspondence Out					
Operational Readiness Exercise Nomination	EOI to Participate in SABRE Program				
Activity Proposal – Morisset Rotary Fundraising	Activity Proposal – Longriders CMC Fundraising				
Activity Proposal – Macquarie College Display	EOI – State Operations				
Request for reimbursement for welfare	Activity Proposal – Street Meetings				
Scott's application CSF Course	CSF Nomination Form - Mattara				
Pool Vehicle Use Form - Solo	Community Engagement Resource Order Form				
Request for water to be delivered	Fax re: outstanding equipment requests				
Letter to Medowie RFB re: Longriders CMC	Letter of thanks to Longriders CMC				
Motion: That the Correspondence be accepted.					
Moved:	W. MACKAWAY	Seconded:	T. O'BRIEN	Carried?	YES

Business Arising From Correspondence			
Discussion & Details Of Any Motions, Including Mover & Seconder	Vote Carried?	Task Assigned To	Due Date
S.Berry LOA has been rescinded	Yes		
T.O'Brien moved M. Stewart and A. Gallagher LOA to be approved for min 12 months. Seconded by J. Asquith	Yes		
Members have not been removed			

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Captain's Report					
Summary:	<ul style="list-style-type: none"> • Had a busy peak, which has settled down now. Season still looks dangerous - BoM is forecasting higher than average temperatures for the next 3 months, along with lower than average rainfall. This is compounded by an El Nino affect. • Remember that part of mowing the lawn is using the whipper snipper to do the edges - this is important as it looks crap if the edges aren't done. We need to have some pride in the stations appearance & the grounds. Part of this is putting the flags up when people are at the station!!! • No eta on the new fire danger signs. 				
Discussion & Details Of Any Motions, Including Mover & Seconder			Vote Carried?	Task Assigned To	Due Date
Motion: That the Captain's Report be accepted.					
Moved:	M. WEIGNER	Seconded:	T. O'BRIEN	Carried?	YES

President's Report					
Summary:	Thank you for efforts				
Discussion & Details Of Any Motions, Including Mover & Seconder			Vote Carried?	Task Assigned To	Due Date
Motion: That the President's Report be accepted.					
Moved:	T. O'BRIEN	Seconded:	M. WEIGNER	Carried?	YES

Treasurer's Report					
Summary:	<p>Profit & Loss attached: Note donations. Continuing to lose money from drinks fridge - around 5% of drinks not being paid for. Does the brigade find this acceptable or should we look at a vending machine? A basic machine that will only accept \$1 coins will cost around \$500, the larger machine that will accept all coins will cost around \$1800. (big machine will take nearly a year & a half of drinks sales to pay for itself)</p> <p>* Bills to be paid: Optus - for the last 4 months. (has been paid but brigade should approve it). Other bills that were paid and the brigade should be aware of: Paper towels - \$54. Cooler Hinges & lid (damaged) \$131. Batteries \$50</p>				
Discussion & Details Of Any Motions, Including Mover & Seconder			Vote Carried?	Task Assigned To	Due Date
NPBS balance- \$21624					
Bills have been paid- Optus bills, paper towel, batteries, cooler			Yes		
Motion: That the Treasurer's Report be accepted & bills as listed be paid.					
Moved:	T. O'BRIEN	Seconded:	M. WEIGNER	Carried?	YES

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General Business			
Discussion & Details Of Any Motions, Including Mover & Seconder	Vote Carried?	Task Assigned To	Due Date
Operational inspection report discussion			
Drink fridge issues- continuing to lose money. One possible solution is a vending machine. W. Mackaway suggested for the drinks fridge to stay and be monitored until next general meeting. Email will go to all members. Look into other means like vending machines.			
W.Mackaway moved for up to \$100 total to be spent for installation of buzzers on both trucks. Seconded- T.O'Brien	Yes		
A. Harding will investigate pricing and models for 2 new digital cameras for both trucks.			
W.Mackaway moved for santa run and station Christmas party to be held on 19.12.2009 for a BBQ lunch and spend up to \$400. Seconded- J.Asquith	Yes	W.Mackaway M. Hudson M. hocking	19.12.20 09
Email reminder for correct use of toilet between sexes			

Meeting closed @ 14.37 hours

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