



## Meeting Minutes - Seahampton

**Meeting:** EXECUTIVE MEETING – Ref #2017SEP  
**Chaired by:** Stephen Schwetz - President  
**Minutes by:** Kerrie Schwetz - Secretary  
**Location:** Seahampton RFB  
 40 George Booth Dr  
 Seahampton NSW 2286  
**Date:** 17/09/2017  
**Start Time:** 1014 hrs  
**Finish Time:** 1047 hrs

### Minutes

If an item in a meeting is not an action enter "N/A" in the Owner and Due Date columns.  
 The use of \* preceding is a time reference to the duration into the meeting recording at which the action was taken.

### Attendees

Col Dennis	Warren Mackaway	Stephen Schwetz
Mark Hocking	Kerrie Schwetz	Anton Glover
Geordie Farish	Ben Wright	Sam Dart

### Apologies

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
Drinking tank water has been refilled	Yes	September 17
Col has discussed with Peter Hill -- he has been in contact but not attended station as yet	Yes	August 17
Chris Smith has returned after letter of intent	Yes	September 17
Scott Oliver has been sent a letter of intent and not yet responded	Yes	August 17
Fridges and vending machine were believed to have been fixed however the vending machine was off when Col attended during the week. Continue monitoring, may need to have the vending machine put on a separate circuit		
Parking lines still to be organised		
Working bee still to be organised		

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

## Executive Correspondence In

Date	Topic:
16/09/17	Cancer Council - Relay for Life
13/09/17	Chris Smith - rescind request for extension of leave
6/09/17	Permit officer briefing
25/08/17	Newcastle Permanent Account Statements
3/08/17	Rosenbauer account application

## Executive Correspondence Out

Date	Topic:
29/08/17	Letter of intent - Chris Smith
29/08/17	Letter of intent - Scott Oliver

28/08/17	Drinking water
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## Correspondence Actions

Business Arising	Action Completed	Date Completed

Correspondence - Accepted	Moved	Seconded	Carried/Voting Notes
Motion: The Correspondence presented be accepted	Warren Mackaway	Col Dennis	Carried

## Electronic Motions/Payment Requests

Motion/Payment Request Description	Outcome
Approval to spend brigade funds - \$150 for scouts visit	Approved
Approval to spend brigade funds - \$200 for new work light to replace lost one on Cat 1 tanker	Approved

## General Business

Discussions & Details of Motions	Moved	Seconded	Carried/Voting Notes	Due Date
Drinking water tank - to be discussed further at General Meeting. According to Peter Murphy the tanks should be cleaned / maintained every 7 years and this has not been completed which is contributing to the dirty water. The sediment in the bottom of the tank has been stirred up and this requires action. We can lodge a request with John Muirhead as an OHS issue to have it cleaned as we have undrinkable water and our toilets are being blocked. In the meantime drink bottled water. Raise issue in general meeting also under WHS.				
Nathan Hudson wants to rejoin and has completed application and interview - vote to accept. Has BA qual, previously was hit and miss due to work. Col moved to accept as probationary	Colin Dennis	Anton Glover	Carried	
Radio serial number - in asset register or fire control will have details from original issue. Has been lost and we will apply to replace.				

Bank statements still going to Anton and Col, Mark now has internet banking login and has checked as of this morning that the address is set to station address. By September if they are received advise Mark immediately Mark will contact again.				
Sonia LOA request to do training / fundraising. Members are not covered by any service definition other than the constitution saying it will be granted but there is no guarantee they will be covered by workcover while on that LOA under brigade activities. Add LOA rulings and other Exec decisions to folders on website. Decision: LOA includes all brigade activities.	Stephen Schwetz	Warren Mackaway	Carried	
Trent Culhane - recommend accepting as ordinary member (to be voted at general meeting)	Col Dennis	Mark Hocking	Carried	
Rhys Whitehorn - recommend accepting as ordinary member (to be voted at general meeting)	Col Dennis	Mark Hocking	Carried	
Rob Beath and Ernest Stazek due for vote next meeting				
Active report - Col to get access via Steve and update				
No update on constitution				

### Next Scheduled Meeting

**Location:** Seahampton RFB  
40 George Booth Dr  
Seahampton NSW 2286

**Date:** 15/10/2017

**Est. Start Time:** 1000 hrs