



Meeting Minutes - Seahampton

Meeting: EXECUTIVE MEETING – Ref # 2017JAN
Chaired by: Sam Berry - Captain
Minutes by: Anton Glover - Secretary
Location: Seahampton RFB
 40 George Booth Dr
 Seahampton NSW 2286
Date: 15/01/2017
Start Time: 10:18Hrs
Finish Time: 10:53Hrs

Minutes

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

Attendees

Anton Glover	Sam Dart	Stephen Schwetz
Ben Wright	Sam Berry	

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

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

Apologies

Susan Rishman	Colin Dennis	Mark Hocking
Warren Mackaway		

Members on Leave of Absence

Name:	Duration	Leave of Absence Expiry Date
Kent De Lange	12 Months	16/07/2017
Angela Hesketh	6 Months	15/04/2017
Krystal Davis	12 Months	18/11/2017

Members on Probation

Name:	Probation Expiry Date
Carl Hudson	07/10/2017
Ernest Staszek	15/06/2016
Peter Hill	04/09/2017
Geordie Farish	07/08/2017
Shaun Hollis	05/05/2017
Trent Culhane	05/08/2017
William Fosdick	20/03/2017

Minutes from Previous Meeting

Business Arising	Action Completed	Date Completed
Geordie Farish membership arrived back at station.		
Stephen Schwetz has payed the funds back to the station.		
A reminder to meeting etiquette where chair person should not move and second motions where possible.		
Shaun Hollis membership arrived back at station.		
Sam Berry will enquire further into alarm codes for the station.		

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	Stephen Schwetz	Ben Wright	Yes

Executive Correspondence In

Date	Topic:
15/11/2016	MR License Upgrade - LMFC
16/12/2016	Santa Visit Enquiry - Paul Jones
21/11/2016	District Validation - S Hollis & C Hudson
22/11/2016	As requested – Alex Gregg
23/11/2016	District Validation - Geordie Farish
27/11/2016	Leave of Absence – Scott Oliver
28/11/2016	Gencom Radio Purchase Quote
29/11/2016	Resignation - Michael Ison
30/11/2016	Reversal of resignation
6/12/2016	Membership Approved by MCU - Shaun Hollis
8/12/2016	Combined BMT Forum - Wye Community Hall
9/12/2016	2016/2017 Brigade Annual Subsidy
9/12/2016	District Validation - Trent Culhane
12/12/2016	Gecon Invoice for Payment
16/12/2016	Minutes of the Senior Management Team - 8th December 2016
19/12/2016	Membership inquiry - Rhys Whitehorn
19/12/2016	Seahampton RFS membership - Beau Jarman
9/01/2017	Membership Approved - Geordie Farish
11/01/2017	Membership Approved - Carl Hudson

Executive Correspondence Out

Date	Topic:
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15/11/2016	MR License Upgrade - LMFC
16/11/2016	Santa Visit Enquiry - Paul Jones
12/12/2016	Gecon Invoice for Payment
13/12/2016	Update on B Pitkin/A Jelly removal
18/12/2016	Portable GRN
3/12/2016	Trent Culhane junior to ordinary.
3/01/2017	Portable GRN Registration - J Muirhead

Correspondence Actions

Business Arising	Action Completed	Date Completed

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

Electronic Motions/Payment Requests

Motion/Payment Request Description	Outcome
Member upgrade vote - Trent Culhane	Passed

General Business

Discussions & Details of Motions	Moved	Seconded	Carried/Voting Notes	Due Date
<p>Anton Glover had been approached by a member about purchasing Tyre-shine for the truck and if the brigade can buy some more.</p> <p>The executive agreed we can buy more, however it should be used in moderation. Anton Glover will get prices on bulk lots and then will bring up in general.</p>				

Anton Glover put forward a new suggestion to update the meeting templates to include a list of members on probation and leave of absence.				
Motion: To use new minutes templates.	Sam Berry	Stephen Schwetz	Yes	
Sam Dart raised the point of fire ground radios and their poor condition. It was decided to place an order for replacements once an audit had been conducted.				
Stephen Schwetz raised the idea of purchasing spare battery for GRN on the 7.				
Motion: To spend up to \$120 to buy a new battery for Cat7 GRN radio.	Sam Berry	Anton Glover	Yes	
Ben Wright wishes clarification about letters for members to give to work if they require time off. Section 44 letters come from the team manager, any other letters for members who have been in firefighting activities the captain will provide a letter.				
Constitution update, most of the rules having been voted on in February 2016 will stand, however there are some requiring re-worded and/or changed.				
Quorum for meetings has been set by fire control to be 15%. It was agreed that it is too low of a number for a brigade this size and that 25% is a more appropriate number, this will be revisited at a later date.				
Sue Rishman has requested to have her position in the brigade moved from reserve to admin. Discussion as to effect on brigade followed.				
Motion: to accept Sue Rishman's request and make the changes through fire control.	Sam Berry	Ben Wright	Yes	
James Collins had applied for membership with the brigade, however MCU has replied with a confidential letter squashing his application.				
Mark Hocking has sent out an email regarding the individual Beau Jarman as a nuisance and pest to a number of brigades. Keep in mind he is not suitable for membership at Seahampton.				

Carl Hudson has been approved and now a member. An inquiry had been made as to his attendance at the station. It was confirmed that he has been seen once or twice at training.				
Ben Wright has reported a possible issue in cat 1 on fuel gage. Sam Berry proposed to put a POR in and drivers are to take note if the issue happens again.				

Next Scheduled Meeting

Location: Seahampton RFB
40 George Booth Dr
Seahampton NSW 2286

Date: 19/02/2017

Est. Start Time: 1000 hrs

From: "Alexander Gregg" <Alexander.Gregg@uon.edu.au>
Date: 22 Nov 2016 12:13
Subject: As requested
To: "presidentsrfb@gmail.com" <presidentsrfb@gmail.com> Cc:

G'day Mark,

Ran in to Warren at the meeting on Sunday and he mentioned I should shoot you through a message.

Just wanted to give a bit of context as to why I've been out of touch the past few months. As you know, this was my final year of Uni --- between courses, my honours research and work I've had absolutely no time away, and unfortunately my other commitments (including the RFS) have suffered.

To put things in context... I only just Yesterday made it down to see me parents for the first time in about 8 weeks!

Nevertheless, with everything finishing up soon I'm keen to get back to the station for fire season. I'm about to hop on a plane tonight for work but will be back December 15 and look forward to helping out where I can.

All the best,
Alex

From: **Scott Oliver** <scott.oliver29@gmail.com>
Date: Sun, Nov 27, 2016 at 8:37 PM
Subject: Leave of Absence
To: captsrfb@gmail.com

Good Evening,

I Scott Oliver understand you are wishing to seek my intent for my involvement within the brigade, I wish to take a 6 month leave of absence from the all brigade activities. This is because of the increased work load that I have now since working full time, I wish to remain a member of the brigade and would like to arrange my working schedule around the brigade so I can continue my membership with Seahampton RFB, I would like this Leave of Absence to start as soon as possible.

Regards

Scott Olive

From: Michael Ison <ison.michael@gmail.com>
Date: Tue, Nov 29, 2016, 00:04
Subject: Resignation - Michael Ison
To: Seahampton Captain <captstrfb@gmail.com>

Dear Sam,

It's with a heavy heart that I write this letter.

Over the past 14 years of service, whilst sporadic attendance, has been a pleasure to work so closely with a talented team of individuals.

Given a number of changes which I've gone through in the past three years has meant that my time once freely able to be given has been limited and as I continue to fight daily to gain more time, and I think I've held on long enough to a position which unfortunately I have been unable to give my all too.

A manager once said about me, "he wears so many hats each with pride, he's an employee, he's a father, he's a partner and he's a firefighter", but I think it's time I hung the last hat up, it's time for me to let go the notion that "one day I'll get back up there, one day I'll have time" and instead resign from this post.

Two years through it asking a bit much for a leave of absence. I do hope that in this time I will be in a better position to meet up with the service again and hopefully when that time comes Seahampton will still be the brigade I'll want to call home. Given my residential location I feel this may be the last time I work with my extended family from Seahampton, but if that happens I won't soon forget the impact they've all had on me.

I will call in on Wednesday night to drop my gear back off, and collect what possessions I have in my locker.

I'll still be on Facebook, once in a while just give me a heads up or keep me updated with what the team are doing as hopefully this hiatus is only temporary.

Thanks again Sam for your patience and support over the past, (no idea how long we've been volunteering together it's more than a decade) keep in touch.

Michael Ison

From: Michael Ison <ison.michael@gmail.com>

Date: Wed, Nov 30, 2016, 19:32

Subject: Reversal of resignation

To: Mark Hocking <mark.hocking87@gmail.com>, Seahampton Captain <captsrfb@gmail.com>

Hi team,

This would be the first time in my life I've actually asked for a resignation to be retracted.

Um, awkward much?

Instead, after a conversation with Mark, I think it would be best for now to take a leave of 12 months to see where life leads me, I do hope that I will be in a better position in 12 months from now

Apologies once more for the stop go approach to this issue

Thanks

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Michael Ison