



Meeting Minutes - Seahampton

Meeting: EXECUTIVE 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: 10:03hrs
Finish Time: 11:23hrs

Minutes

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

Attendees

Sam Berry	Sue Rishman	Stephen Schwetz
Warren Mackaway	Ben Wright	Sam Dart
Anton Glover		

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

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

Apologies

Colin Dennis	Mark Hocking	
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Minutes from Previous Meeting

Business Arising	Action Completed	Date Completed
Sam Berry raises the topic of holding on to member's application forms unnecessarily. The suggestion is that we should dispose of the personal information and if an individual wish to reapply, they should resubmit a new form. All other applications that had been declined should be disposed of.		
Rhys Etheridge membership had been withdrawn by the applicant.		
Sam Dart reminded the executive that all members should be notified over Facebook, when reasonably arranged times are set.		
Anton Glover provides Dolphin torch upgrade report, with finding showing it would not be viable.		

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			

Executive Correspondence In

Date	Topic:
23/08/2016	Brigade Constitution Review Update
	Electric test and tag
24/08/2016	District Validation of Membership application - Peter Hill
	Volunteer Membership Application Form - New National Policy Checking Service Consent Form
29/08/2016	District Validation of membership application - Rhys Etheridge
	New and updated policies - SS 5.2.2 Return of Equipment Allocated to members of the NSW RFS v1.4
01/09/2016	BMT special meeting minutes
	BMT Meeting - Thursday 22 September 2016

02/09/2016	Response to Operational Brief – HAZMAT
	Operational Brief – HAZMAT
05/09/2016	ICON BIRS and ICON Dispatch Information Night.
08/09/2016	CAT 1 Ladders
13/09/2016	Annual Permit Issuing Officers Briefing
16/09/2016	Minutes of the Senior Management Team
	Final Agenda - Lake Macquarie BMT - 22 September 2016
	Procedures Wyong and Lake Macquarie Training Props

Executive Correspondence Out

Date	Topic:
25/08/2016	Fire control to the police check printing

Correspondence Actions

Business Arising	Action Completed	Date Completed

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

Electronic Motions/Payment Requests

Motion/Payment Request Description	Outcome
New Station Amplifier for the Radio	Approved

General Business

Discussions & Details of Motions	Moved	Seconded	Carried/Voting Notes	Due Date
Sam Dart inquired about options the station could pursue in regards to the lack of internet, as he is aware that there isn't anything we can do through Telstra or FC. An idea to take to general meeting was about getting internet connected on our own accord. At the general meeting Sam Berry will state he will talk with FC				

over the coming week, and look at viable options for the station to get temporary internet ourselves.				
The option of taking mobile phone reception into the station was discussed, only in theory however. Stephen Schwetz is to look into the matter and bring back findings to the next meeting.				
Sue Rishman reports on the money for the station.				
Motion: To reimburse Mark up to the value of \$40 for vending machine products.	Sam Berry	Warren Mackaway	Vote not carried	
Sam Berry flagged the Cat1 carpeting and approval for the spending of money had not yet been approved.				
Motion: To spend \$69.80 for products to recarpet the Cat 1.	Ben Wright	Stephen Schwetz	Yes	
Sue Rishman had extended a reminder for that she could have the old first aid kits of the trucks after the inspection day.				
Stephen Schwetz reports that the amp for the station is in operation now, and that clarification about receipts and payment. The matter is to be resolved with Sue Rishman.				
Stephen Schwetz raises the topic of respect to whomever is chairing the meeting from being by members heckled by consistently. The result from this point is that any member of the Executive can step up to help address any issue like this, but Sam Berry asks that the Captain is to be informed with the issue and situation.				
Sam Berry opens discussion about the lunches provided for the meetings and the cost of up to \$50 in value. The executive agreed that only the necessary amount of money should be spent. The discussion looked at an RSVP system, simplifying what can be served, cancelling the lunch provided, quantifying what could be served and reinforcing the cut-off at \$50.				
Chris Smith is to be communicated to about the necessary points within the discussion.				
Motion: Trial of events until the end of the year for all general meeting with the people that accept be catered for only.	Sam Berry	Warren Mackaway	Yes	
In regards to the disciplinary action to Debby Young, all actions taken recently are null and void once the service				

standard is applied, 1.1.2. to be dealt with by Captain and above.				
Constitution update had been provided with the extension till December, meaning all current rules in the current constitution still stand.				
Team merger update was provided by Sam Berry, the brigade wished to vote to stand alone, however in the meeting, the movement was to join with Central Coast. The predicted start date for the merger to take effect Will start after the end of the fire season.				
New member, Will Fozdick.				
Motion: To accept Will Fozdick as a member.	Sam Berry	Stephen Schwetz	Yes	
Housing for the pelican lighting systems was discussed. Quotes had been \$800 from Sam Berry and \$600 from Stephen Schwetz. Sam Dart had said he will try cheaper price again as long as a list is provided. A new design for housing discussed with Warren Mackaway's design showing the most favour. Sam Berry has left this topic open for a period of 2 weeks (02/10/2016) and then an electronic motion will be created in order move on with project.				

Next Scheduled Meeting

Location: Seahampton RFB
40 George Booth Dr
Seahampton NSW 2286

Date: 16/10/2016

Est. Start Time: 1000 hrs