



## Meeting Minutes - Seahampton

**Meeting:** GENERAL MEETING – Ref # 2017JULY  
**Chaired by:** Sam Dart - Vise President  
**Minutes by:** Anton Glover - Field Representative  
**Location:** Seahampton RFB  
40 George Booth Dr  
Seahampton NSW 2286  
**Date:** 16/07/2017  
**Start Time:** 13:00 hrs  
**Finish Time:** 13:31 hrs

### Minutes

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

#### Attendees

Colin Dennis	Val Dennis	Geordie Farish
Sam Dart	Ben Wright	Michael Zerbes
Mark Hocking	Anton Glover	Ryan Domandl
Warren Mackaway		

#### Apologies

Debbie Young	Stephen Schwetz	Kerrie Schwetz
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This is an authorised copy of the minutes of this meeting.

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

Sam Berry	Peter Hill	Michael Scales
Kent De Lange		

### Minutes from Previous Meeting

Business Arising	Action Completed	Date Completed
BA Bags, still investigating		
Lines for parking are the responsibility of the station		
7th August is the clean up day for general waste		
BA clocks have been replaced in the boards		

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	Val Dennis	Ben Wright	Yes

### Correspondence In

Date:	Topic:
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### Correspondence Out

Date:	Topic:
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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			

### Captain's Report

This is the first report that I have had to make to the Brigade in many years. To be Captain of this Brigade again is an honour that I hope I can fulfil in the next two years. To follow on from Sam means that I have big shoes to fill and a lot of work to do to catch up.

Firstly I want to thank all of our members who have accepted roles in the management of the station. These jobs are often time consuming and done without many thanks but keeping our members and our station in mind can make the work easier.

This first month has gone so quickly that I have not had time to settle in. Being away for two weeks did not help this and having no internet at the station does not help either.

Being a bit of a dinosaur in regards to the many electronic applications around the station means that it will take me a while to get the hang of their operations but I will in time. At this time I have not had time to discuss with Sam the many things that I need to catch up on. In the meantime I will carry on doing things the old way.

Station Internet. Steve has sent a memo to Shane Geerin in this regard but we keep getting the same response that he is constantly trying to get it rectified. We can only wait.

SMS Messages. At the moment Incident Calls are still being sent from Sam's phone. I have sent an email to Shane Geerin in this regard and I am waiting on him to send them to my phone at which time I will get them sent on. We are still getting the SMS messages on a fairly regular basis from Sam.

Operations. As far as operations are concerned we meet our obligations extremely well. Since 21st May till 13th July we have attended 24 Incident Calls. This is made up of the following:- 8 Car Fires, 8 MVAs, 3 Bush Fires, 2 Good Intent Calls, 2 Oil Spills and 1 pile burn. Many thanks to the members who attended these calls and those who came to the station. I must also thank our Deputy Captains for completing all Incident Reports in a very timely manner.

Hours Report. I have again commenced to do an hours report on all activities that happen at the station. These include station hours and Incident Call Hours. For me to do this I need to make sure that everyone signs in and out on the sign on sheet every time they attend the station. The total hours on this report is as accurate as I can make it but know that I calculate the times to the nearest half hour. If members do not sign in sand our then I cannot record the hours. I have included the report for June.

Championships. I want to Congratulate Warren and the team of Sam Dart, Stephen Schwetz, Geordie Farish, Ryan Domandyl and Rhys Whitehorn who competed at the District Championships. They again came home with trophies and a second place overall. A truly

remarkable effort. Now they have to train again to compete at the Lower Hunter Championships later in the year.

Station. As most of you know , I have a few pet hates of things that happen around the station. They are:-

1. Bring the hoses down from the drying pole when they are dry. Anyone can do this.
2. Adjust the Fire Danger Sign when we get the messages. Anyone can do this.
3. And the next is to keep the station clean and tidy.
4. To keep the tankers clean and tidy in a fully operational condition.
5. Keep the station lawns mowed. This means to make sure weeds are poisoned, edges whipper snipped. To this end I want Warren to continue with the mowing roster.

Some other things that I wish to make happen are:-

1. To tidy the station and remove all rubbish from outside.
2. To tidy up on the mezzanine floor and remove the mountains of rubbish.
3. Re Erect the timber station signs near the flag pole.

District Merger. As everyone knows we have now merged the Lakes Team with Gosford District. This has and will continue to cause a lot of changes and at times frustrations but we are going to have to adjust.

## President's Report

None Presented

## 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	Ben Wright	Val Dennis	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
The Air-Vivor has been taken off the Cat 1 as it is obsolete.				
Mark has found a bag which the Ambulance Service use and it holds all medical equipment.				
Vending machine is reported as being faulty and a solution is being investigated.				
Fuel storage is an expensive issue to sort.				
Michael Zerbes raises the issue of conduct of members at the station, and outlines that the level of "back-stabbing" is inappropriate and unprofessional. This behaviour must stop.				
Annual fees are due at the value of \$5. There is 2 months left to pay as of the date of the meeting.				

As the parking lines are the responsibility of the station, a precautionary budget should be made.				
Motion: to allow an additional \$50 to the station repairs budget to cover costs to repaint the car park lines.	Colin Dennis	Sam Dart	Yes	
A number of dedicated pigeon-holes will be made so as to allow for forms that station members use. It is also noted that members should utilize the pigeon-holes more often.				

### Next Scheduled meeting

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

**Date:** 20/08/2017

**Est. Start Time:** 1300 hrs

# SEAHAMPTON RURAL FIRE BRIGAGE

## INCOME AND EXPENDITURE ACCOUNT

for the operating month of May 2017

ABN # 49 277 075 131

	Expenditure	Income	Balances
<b>GENERAL ACCOUNT - c/fwd balance</b>	<b>\$ 246.92</b>		
Sam Berry	19.80	19.80	
	<u>19.80</u>	<u>19.80</u>	<b>\$ 246.92</b>
<b>SOCIAL ACCOUNT - c/fwd balance</b>	<b>\$ 584.57</b>		
Vending banking - April		41.00	
	<u>0.00</u>	<u>41.00</u>	<b>\$ 625.57</b>
<b>GIFT ACCOUNT - c/fwd balance</b>	<b>\$ 16,878.53</b>		
	<u>0.00</u>	<u>0.00</u>	<b>\$ 16,878.53</b>
<b>DGR ACCOUNT (RFS held) - c/fwd balance</b>	<b>\$ 2,476.68</b>		
Interest received - Not Obtainable			
	<u>0.00</u>	<u>0.00</u>	<b>\$ 2,476.68</b>

### SEAHAMPTON RURAL FIRE BRIGADE MAY - ACCOUNT SUMMARY

**BANKED MONIES**

General Account	\$ 246.92		
Social Account	\$ 625.57		
Gift Account	\$ 16,878.53		
DGR Account	\$ 2,476.68	<b>\$20,227.70</b>	

**TOTAL MONIES HELD BY BRIGADE**

**\$20,227.70**

<b>VENDING MACHINE - previous month balance</b>	<b>\$ 1,892.87</b>		
Sales		41.00	
Purchases			
	<u>0.00</u>	<u>41.00</u>	<b>\$ 1,933.87</b>

# SEAHAMPTON RURAL FIRE BRIGADE

## INCOME AND EXPENDITURE ACCOUNT

for the operating month of June 2017

ABN # 49 277 075 131

	Expenditure	Income	Balances
<b>GENERAL ACCOUNT - c/fwd balance</b>	<b>\$ 246.92</b>		
Welfare Kits - Warren Mackaway	\$ 52.97		
Gas Bottle Refill - Warren Mackaway	\$ 38.95		
Handsoap - Warren Mackaway	\$ 5.50		
Square AU: Service Verify		0.01	
Square AU: Service Verify	\$ 0.01		
Square AU: Service Verify		0.01	
Square AU: Service Verify	0.01		
Members Fees - Square AU		15.00	
Sim cards for tablets in trucks - Sam Berry	19.80		
Sim cards for tablets in trucks		19.80	
	117.24	34.82	<b>\$ 164.50</b>
 <b>SOCIAL ACCOUNT - c/fwd balance</b>	 <b>\$ 625.57</b>		
Vending Machine - Woolworths - Warren Mackaway	30.00		
	30.00	0.00	<b>\$ 595.57</b>
 <b>GIFT ACCOUNT - c/fwd balance</b>	 <b>\$ 16,878.53</b>		
	0.00	0.00	<b>\$ 16,878.53</b>
 <b>DGR ACCOUNT (RFS held) - c/fwd balance</b>	 <b>\$ 2,476.68</b>		
Interest received between September2016-May2017		119.37	
	0.00	119.37	<b>\$ 2,596.05</b>

### SEAHAMPTON RURAL FIRE BRIGADE JUNE - ACCOUNT SUMMARY

<b>BANKED MONIES</b>			
General Account	\$ 164.50		
Social Account	\$ 595.57		
Gift Account	\$ 16,878.53		
DGR Account	\$ 2,596.05	<b>\$20,234.65</b>	
 <b>TOTAL MONIES HELD BY BRIGADE</b>		<b>\$20,234.65</b>	

<b>VENDING MACHINE - previous month balance</b>	<b>\$ 1,892.87</b>		
Sales			
Purchases	30.00		
	30.00	0.00	<b>\$ 1,862.87</b>