



Meeting Minutes - Seahampton

Meeting: GENERAL MEETING – Ref # 2017MAR
Chaired by: Warren Mackaway – Vice President
Minutes by: Anton Glover - Secretary
Location: Seahampton RFB
40 George Booth Dr
Seahampton NSW 2286
Date: 19/03/2017
Start Time: 13:03
Finish Time: 13:42

Minutes

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

Attendees

Anton Glover	Warren Mackaway	Sue Rishman
Alex Gregg	Geordie Farish	Kent De Lang
Sam Dart	Michael Zerbes	Shaun Hollis

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

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

Stephen Schwetz	Val Dennis	Ryan Domandl
Colin Dennis	Debbie Young	

Apologies

Ben Wright	Sam Hedley	Kerrie Schwetz
Sam Clempson	Sam Berry	Mick Cooksley
Brittnie Ilse	Ernest Staszek	Michael Scales

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	12/07/2017
William Fosdick	20/03/2017

Minutes from Previous Meeting

Business Arising	Action Completed	Date Completed

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	Val Dennis	Yes

Correspondence In

Date:	Topic:
27/02/2017	Requirements for State Mitigation crews
27/02/2017	CBD Course
27/02/2017	VF Nominations

28/02/2017	Thanks for your application local matters
02/03/2017	Catering trailer for sale
03/03/2017	Successful AF
03/03/2017	AF Instructors
03/03/2017	Mismatched Incident Details
07/03/2017	Attendance Sheet for TFT Recert 26 th March 2017
08/03/2017	Incident Times
09/03/2017	BF Assessment
09/03/2017	Operational Safety Days – Nonfiction of Dates
10/03/2017	WHS Advice
10/30/2017	Grants workshop invitation
10/03/2017	Volunteer appreciation day 2017
13/03/2017	Course Nomination Forms
13/03/2017	Supportive Employer Program – Special Commendation nominations close 7 th April
13/03/2017	Special Training Prop Procedures
14/03/2017	BA nomination forms
14/03/2017	RFSA – central Coast Lakes Branch update
14/03/2017	2017 Australian Fire Cadet Championships – Nominations Now Open
16/03/2017	Lakes Branch General Meeting RFSA 1/4/17
16/03/2017	Nominations – Overseas Deployment Register
16/03/2017	Brigade Constitution Review – Update – March
16/03/2017	Stihl Chainsaws and concrete cutter
17/03/2017	BF nominations
17/03/2017	Nomination form for central coast 2017 championships
17/03/2017	TEST ONLY – NO REPLY REQUIRED

Correspondence Out

Date:	Topic:
28/02/2017	Local matters application

Correspondence Actions

Business Arising	Action Completed	Date Completed

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

Captain's Report

No report.

President's Report

No report.

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	Michael Zerbes	Debbie Young	Yes

Workplace Health and Safety

Business Arising	Action Completed	Date Completed
The chainsaw has been taken to LMFC with the recall issued.		

Discussions & Details of Motions	Moved	Seconded	Carried/Voting Notes	Due Date
Clean the toilets if you dirty them and put toilet paper in the toilets if they are soon to run out.				
Covers on the Mcleod tools, members are to be mindful of where they keep them while they use the tool and to replace them when finished.				
The clock on the BA board, needs replacing, possibly putting in a new clock as the LCD missing digit segments. This will be chased up with John in LMFC, Warren will put in a form to request this item.				

General Business

Discussions & Details of Motions	Moved	Seconded	Carried/Voting Notes	Due Date
ANZAC day wreath was bought and will be lay down on behalf of the station. All members are welcome to attend.				
Application to fund raise with grilled. Anton is investigating the proposed raffle (guessing competition) and gifts. Investigation to using the wine as part of the raffle will be conducted. Stephen and Warren will investigate a BBQ at Bunnings. Warren will to talk with Mark to see if we can get on lists for community events.				
Warren intents to start the walkway cover soon, possibly on weekend.				
Miss-matched reports have been fixed.				
Stephen has been working on new data base, and the committee extends a thank you and for his continued work.				
People have been complaining with what is in the vending machine. Please let Warren know about possible requests.				
Information had been provided about a centralized dispatch for after hours, however it is only talks at this stage.				
Mowing roster failed, we need to make sure different people do the gardening and not with the same people doing it. Warren will try to get the roster started again.				
We may get a new retaining wall, after council inspection on the station had been conducted. More news on this to come.				

Next Scheduled meeting

Location: Seahampton RFB
40 George Booth Dr
Seahampton NSW 2286

Date: 16/04/2017

Est. Start Time: 1300 hrs

SEAHAMPTON RURAL FIRE BRIGADE

INCOME AND EXPENDITURE ACCOUNT

for the operating month of February 2017

ABN # 49 277 075 131

	Expenditure	Income	Balances
GENERAL ACCOUNT - c/fwd balance	\$ 317.55		
Lake Macquarie Council subsidy		700.00	
Toilet paper - Warren	24.00		
Bunnings - paint - Warren	29.80		
Transfer to Gift account - extra monies	463.00		
Bunnings - tap - Warren	3.92		
Printer ink - Mark	104.80		
Medical expenses - BA - Anton	78.00		
Sim cards for tablets in trucks - Sam Berry	19.80		
	<u>723.32</u>	<u>700.00</u>	\$ 294.23
SOCIAL ACCOUNT - c/fwd balance	\$ 585.22		
Woolworths - vending machine - Warren	19.80		
Member lunches - Chris	46.40		
Transfer to Gift account - extra monies	120.00		
Vending machine - Sue		121.00	
Vending machine - Warren	83.77		
	<u>269.97</u>	<u>121.00</u>	\$ 436.25
GIFT ACCOUNT - c/fwd balance	\$ 16,330.55		
Transfer from General account		463.00	
Transfer from Social account		120.00	
Interest		21.37	
	<u>0.00</u>	<u>604.37</u>	\$ 16,934.92
DGR ACCOUNT (RFS held) - c/fwd balance	\$ 2,476.68		
Not able to log into DGR still - no interest recorded			
	<u>0.00</u>	<u>0.00</u>	\$ 2,476.68

SEAHAMPTON RURAL FIRE BRIGADE FEBRUARY - ACCOUNT SUMMARY

BANKED MONIES

General Account	\$ 294.23		
Social Account	\$ 436.25		
Gift Account	\$ 16,934.92		
DGR Account	\$ 2,476.68	\$20,142.08	

TOTAL MONIES HELD BY BRIGADE

\$20,142.08

VENDING MACHINE - previous month balance	\$ 1,875.44		
Sales		121.00	
Purchases	103.57		
	<u>103.57</u>	<u>121.00</u>	\$ 1,892.87