



Meeting Minutes - Seahampton

Meeting: GENERAL MEETING – Ref #2017NOV
Chaired by: Stephen Schwetz - President
Minutes by: Kerrie Schwetz - Secretary
Location: Seahampton RFB
 40 George Booth Dr
 Seahampton NSW 2286
Date: 18/11/2017
Start Time: 1306 hrs
Finish Time: 1408 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

Colin Dennis	Val Dennis	Sam Dart
Geordie Farish	Peter Hill	Michael Zerbes
Debbie Young	Ken Curtis	Ben Wright
Stephen Schwetz	Kerrie Schwetz	Warren Mackaway

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

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

Apologies

Angela Hesketh	Sam Hedley	Kent De Lange
Rob Beath	Chris Smith	Anton Glover
Ryan Domandl	Michael Scales	Rhys Whitehorn

Minutes from Previous Meeting

Business Arising	Action Completed	Date Completed
Stephen Schwetz not listed under attendees due to not signing attendance sheet		

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	Geordie Farish	Carried

Correspondence In

Date:	Topic:
16/10	Joining Instructions - BF Assessment 4/11/17
16/10	Gallipoli 2018 EOI
18/10	Fire Scene Preservation
23/10	Station Visit
24/10	Fundraising Workshop - Greg Piper
20/10	Council owned facilities/buildings review - due 20 October
24/10	Brigade Activity Proposal - Scout Visit
24/10	Volunteers Needed - Park & Ride for Newcastle Supercar 500 - Final Call
24/10	Relay for life
25/10	Applications for NSW RFS Young Members Group 2018-19
26/10	Correspondence to the Central Coast District
26/10	PPC
31/10	Central Coast BFMC Works Program 2017/18
1/11	Public Website Volunteering Enquiry

1/11	EOI for Basic Life Support Course
2/11	Updated Service Standards and Policies - for consultation until 31 January
7/11	North Lakes Carols
9/11	Lake Macquarie and Charmhaven Fax Machines
10/11	Tough Mudder November 19th
13/11	Re October General Meeting Minutes
14/11	BAP Approval - Tough Mudder
15/11	Public Website Volunteering Enquiry
15/11	Joining Instructions - BF Assessment 02/12/2017
15/11	EOI - Only the Brave Preview Screening
16/11	New Generation PPC and Drill Shirts
17/11	Stuff your chopper challenge - due 4th December 2017

Correspondence Out

Date:	Topic:
23/10	Station Visit
23/10	Activity Proposal - Cubs Visit
24/10	Relay for Life
7/11	North Lakes Carols
7/11	October General Meeting Minutes
7/11	Activity Proposal - Tough Mudder

Correspondence Actions

Business Arising	Action Completed	Date Completed

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

Captain's Report

See Attached Report as tabled.

President's Report

See Attached Report as tabled.

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	Carried

Workplace Health and Safety

Business Arising	Action Completed	Date Completed

Discussions & Details of Motions	Moved	Seconded	Carried/Voting Notes	Due Date
P2 Masks, Effects of Heat, Medical Clearance info on notice board				
Grab rails on Support 7B failing, to be reported upon return to Fire Control				

General Business

Discussions & Details of Motions	Moved	Seconded	Carried/Voting Notes	Due Date
Ryan has prices for paintball \$100pp. - this may be conducted as an additional activity, not part of the Christmas party, and people will pay their own way.				

<ul style="list-style-type: none"> Options to be voted on: Blue Gum / Tree Tops park at Minmi Pub or similar venue with playground (eg Argenton) Party at station as per previous years 				
<p>Motion for expenditure on Christmas Party - usual spend is around \$400. \$400 for meals + \$50 for nibbles if needed separately</p>	Ben Wright	Val Dennis	Carried 0 against	
Up to \$150 for lollies for Santa Run	Ben Wright	Kerrie Schwetz	Carried 0 against	
November 4th 2018 - Relay for Life have requested our assistance again.				
Confirm date for Christmas Party - Debbie would like to move to 10th.				
Paypal money will be deposited back to general account in April as per their policy, due to account being opened as personal rather than business.				
<p>Dash cams in the trucks - don't work / no longer installed.</p> <p>Sam Dart and Colin Dennis to research pricing etc.</p> <p>Investigate having them hard wired in.</p> <p>There is apparently a form available to approve modifications.</p>				
Reversing camera - issues with not being allowed to modify vehicles. Col to email fire control to find out what we need to do to replace.				
16th July Geordie accepted but not in minutes - correction to July Minutes	Warren Mackaway	Val Dennis	0 against	
<p>Kerrie attended workshop on Grants, Fundraising, and Crowdfunding and found the information relevant to the brigade. Will look into available grants for 2018 and continue looking at avenues for fundraising / crowdfunding.</p> <p>Need to identify our needs for raising funds - what do we want / need to purchase?</p>				

Next Scheduled meeting

Location: Seahampton RFB
40 George Booth Dr

Seahampton NSW 2286

Date: / /

Est. Start Time: 1300 hrs



CAPTAIN'S REPORT

Seahampton RFB

November 2017

Hello All

Rain. What a welcome relief. It has slowed the fire incidents dramatically although we still get the MVAs and Car Fires.

Due to the rain and slightly cooler weather, Fire permits can now be issued.

Training. Our in house Village Fire Fighter Course has slowed. I have been doing BF with our new members in the meantime. With the Cat 1 out of service, I have delayed the BA training but still intend to hold a BA search and rescue session at Fire Control in November. I will let everyone know of the date when organised. I will follow this with SWR training.

Active Test. I have compiled the data into the log sheets and completed the active test for the first six months of the season. Everyone should check the list for your details.

To meet the brigade active test, members have to:-

Be financial

Have completed at least 3 Crew weekends, Training Days and Community Events. (8%)

Have completed at least 15 Incidents, operational requests. (10%)

Have attended at least 3 meetings. (50%)

I have attached a copy to the notice board for all to check their status. Note that I have not yet worked out how to get the colours to indicate the status.

Operations. For the month of October we have attended 13 separate Incident Calls. The Incident Calls are made up of the following:- 6 Car Fires, 3 MVAs, 1 Rubbish Fire, 1 AFA and 2 Good Intent smoke sighting calls..

Hours Report. During August we spent 558 hours at the station and the Incident Calls added a further 70.5 hours making a total of 628.5 hours for the Month. What a dramatic drop in Incident hours.

Emails. During the month we received several emails that relate to all members.

1. P2 Masks and the importance of getting a correct fit.
2. The Effects of Heat and how we can minimise the effects.
3. BF Practical Training and Skill Cards
4. Incident Scene Preservation.

I have put of copy of these on the notice board for all to read.

The BF Skill Cards and the Practical Session Report Card are the only way that BF Members can record their practical training.

Station Water supply. The water in the tank seems to be settling the dirt out I have left the water bubbler and urn turned off. We should leave it like this for a while yet. Please continue to boil the jug for hot water and not use the water bubbler. Continue to only use bottled water for drinking and making coffee.

Station Repairs The station awning is coming along slowly but it is getting there. Normally work on it stops due to IRU calls.

Other work that will be organised is:-

1. To continue 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.

Regards

Col Dennis

Captain.



For further information regarding the Captain's Report, please contact Colin Dennis via email on colin.dennis@seahamptonrfb.com

SEAHAMPTON RURAL FIRE BRIGADE

INCOME AND EXPENDITURE ACCOUNT

for the operating month of October 2017
ABN # 49 277 075 131

	Expenditure	Income	Balances
GENERAL ACCOUNT - c/fwd balance	\$ 708.72		
Woolies Kitchen - Warren Mackaway	18.99		
Woolies Welfare Kit - Warren Mackaway	19.48		
Jaycar Invoice - Spotlights - Warren Mackaway	180.00		
Jaycar Invoice - Batteries - Warren Mackaway	29.90		
Member Fee		5.00	
SuperCheapAuto - Oil - Warren Mackaway	34.00		
Bunnings - Hose - Warren Mackaway	31.87		
	<u>314.24</u>	<u>5.00</u>	\$ 399.48
SOCIAL ACCOUNT - c/fwd balance	\$ 649.84		
Vending Machine Woolies drinks - Warren Mackaway	64.00		
Oct Meeting Lunch - Warren Mackaway	27.00		
Vending Machine Woolies choc - Warren Mackaway	106.80		
Vending Machine Coles drinks - Mark Hocking	28.00		
Vending Machine		87.50	
	<u>225.80</u>	<u>87.50</u>	\$ 511.54
GIFT ACCOUNT - c/fwd balance	\$ 18,026.24		
Awning - Bunnings Timber - Warren Mackaway	\$ 64.06		
Awning - Metroll Roof - Warren Mackaway	\$ 174.62		
Awning - AVA Gates; Metal Hats - Warren Mackaway	\$ 67.00		
McHappy Day Donations from public		23.35	
McHappy Day Donations to Ronald McDonald House via Edgewort	\$ 23.35		
Newcastle Jets Donations		702.50	
Donation Cheque		100.00	
Caltex Fuel Cards Raffle Payment	\$ 1,350.00		
	<u>1,679.03</u>	<u>825.85</u>	\$ 17,173.06
DGR ACCOUNT (RFS held) - c/fwd balance	\$ 2,611.29		
Interest received - Not Obtainable		5.38	
	<u>0.00</u>	<u>5.38</u>	\$ 2,616.67

SEAHAMPTON RURAL FIRE BRIGADE AUGUST - ACCOUNT SUMMARY

BANKED MONIES			
General Account	\$ 399.48		
Social Account	\$ 511.54		
Gift Account	\$ 17,173.06		
DGR Account	\$ 2,616.67	\$20,700.75	
TOTAL MONIES HELD BY BRIGADE		\$20,700.75	

VENDING MACHINE - previous month balance	\$ 2,110.44		
Sales		87.50	
Purchases	198.80		
	<u>198.80</u>	<u>87.50</u>	\$ 1,999.14

FRONT AWNING MOTION - upto \$1000.00	\$ 544.71		
Purchases	305.68		
	<u>305.68</u>	<u>0.00</u>	\$ 239.03