



Meeting Minutes - Seahampton

Meeting: SPECIAL GENERAL MEETING – Ref # 2016JUL
Chaired by: Mark Hocking - President
Minutes by: Anton Glover - Secretary
Location: Seahampton RFB
 40 George Booth Dr
 Seahampton NSW 2286
Date: 17/06/2016
Start Time: 13:05 hrs
Finish Time: 13:51 hrs

Minutes

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

Attendees

Anton Glover	Mark Hocking	Sam Dart
Alex Gregg	Stephen Schwetz	Brittnie Iles
Michael Zerbs	Debbie Young	Warren Mackaway
Ryan Domand	Michael Ison	Colin Dennis
Sue Rishman	Val Dennis	Chris Smith
Kerrie Schwetz	Michael Scales	

Apologies

Ben Wright	Scott Oliver	Sam Berry
------------	--------------	-----------

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

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

Sam Hedley	Nikki Henison	Sonia Wright
------------	---------------	--------------

Minutes from Previous Meeting

Business Arising	Action Completed	Date Completed
N/A		

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	Michael Zerbes	Val Dennis	Yes

Correspondence In

Date:	Topic:
20/06/2016	CABA Inspections
	Operational safety days
21/06/2016	Minutes of senior management team
29/06/2016	First State super invests in new firefighter training college
30/06/2016	Memo from team manager: Parking at Cameron Park station
06/07/2016	Course nomination traffic control
08/07/2016	Appointment of Wyong deputy group officers
11/07/2016	RFSA member benefit special offer
	Peninsula trivia night
12/07/2016	RFSA branch update
	Crew leader supervision
13/07/2016	Emergency evacuation drills
	Get ready weekend 2016

Correspondence Out

Date:	Topic:
	Special General Meeting Notice - July
	Brigade Constitution and Rules + Code of Conduct
	Brigade Annual Subscription Notice
	AGM Voting Results

Correspondence Actions

Business Arising	Action Completed	Date Completed
N/A		

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

Captain's Report

No Report Tabled.

President's Report

Welcome to the new year for all members. Thank you for all that attended the 2016 AGM, and Congratulations to all members who were successful in gaining a position. Also, thank you for the efforts of those who were unsuccessful in gaining a position or chose not to run this year.

At the recent Lakes Team Championships, Warren and the crew did an absolutely brilliant job while representing our brigade. They came home with 1st Place in the Motor Vehicle Accident exercise and 3rd Place Overall. Congratulations and a job well done.

Lastly, can all members please remember to take care on the roads when in the trucks, or even in personal vehicles. Remember that whenever you are in uniform, you are still representing the service, so please adjust your actions accordingly. Being a volunteer does not exempt you from the laws and road rules, and that you are still bound by RFS SOP's.

Cheers,
Mark Hocking
President
Seahampton RFB

Treasurer Report

See Attached Report as tabled.

Business Arising	Action Completed	Date Completed
N/A		

Treasurer's Report - Accepted	Moved	Seconded	Carried/Voting Notes
Motion: The Treasurer's Report be accepted & any bills as listed be paid	Michael Ison	Val Dennis	Yes

Workplace Health and Safety

Business Arising	Action Completed	Date Completed
N/A		

Discussions & Details of Motions	Moved	Seconded	Carried/Voting Notes	Due Date
Cat 1 to be re-carpeted - UPDATE - to commence this week.				

General Business

Discussions & Details of Motions	Moved	Seconded	Carried/Voting Notes	Due Date
Special General Meeting Agenda				
Deputy Captain Casual Vacancy Nomination. Motion: Move to fill a casual vacancy of Deputy Captain and call for nominations from the floor. Nominated From Floor: Sam Dart - Accepted	Mark Hocking Mark Hocking	Anton Glover Warren Mackaway	Yes Yes	
No Further nominations. No vote required under First Past The Post. Congratulations to Sam Dart Acceptance to be sent to fire control and will assume position as DC once confirmation letter arrives.				
General Meeting Business				
Discussion on sails for station, matter still ongoing with measurements and quotes to come. Discussion on a rotunda for the center of the park was talked about and an email to be sent to council on the matter (assigned to M Hocking). Motion: Move to create Station BBQ Area on western side (Tank side) of the station. Warren will draft plans for sail and bring to next meeting. Enquire with FC and Council about what is involved in a DA for a fixed awning to be constructed.	Warren Mackaway	Sam Dart	Yes 12-2	21/8/216

Stephen Schwets inquired about the ropes on drying pole. Nothing official has come back yet but talks are being held by Sam Berry on the matter. Possibility of getting a 15m boom lift donated for half day to complete drying pole works (assigned to S Berry or S Rishman)				
Debbie Young inquired about coding on the alarm door. The station is waiting on numbers for codes etc.				
A general reminder that all members of the station should help with cleaning, notably the kitchen sink being filled with dirty dishes and left.				

Next Scheduled meeting

Location: Seahampton RFB
40 George Booth Dr
Seahampton NSW 2286

Date: 21/08/2016

Est. Start Time: 1300 hrs



2016 – TREASURER'S REPORT

Seahampton RFB

MAY 2016

Good Afternoon All,

I have pleasure in presenting the report for the month of May.

Income and expenditure as per disclosed.

Status of accounts as at 31st May is as below

General account	\$	321.81
Social account	\$	456.94
Gift account	\$	22,832.71
DGR account	\$	2,460.99

The increase in the Gift account is represented by the Great Aussie BBQ fundraising monies. A total of \$1,856.00 was transferred with the monies being transferred immediately to Awaba Brigade, their share being \$619.00. This left us with a total from the BBQ of \$1,237.00.

This brings the total of monies in the Brigade for the month of May is \$26,072.45.

Thankyou,

A handwritten signature in black ink that reads 'Susan Rishman'.

Susan Rishman
Treasurer

For further information regarding the Treasurer's Report, please contact Susan Rishman via email on rishorfs@gmail.com

SEAHAMPTON RURAL FIRE BRIGADE

INCOME AND EXPENDITURE ACCOUNT

for the operating month of May 2016

ABN # 49 277 075 131

	Expenditure	Income	Balances
GENERAL ACCOUNT - c/fwd balance	\$ 230.49		
Wix - Domain - Sam Berry	37.71		
Transfer from Gift account - operating costs		308.00	
Screws - Mark Hocking	13.48		
Stationery supplies - Mark Hocking	77.50		
Flares - Sam Berry	64.90		
Sim cards for tablets in trucks - Sam Berry	19.80		
Fuses - Sam Berry	3.29		
	216.68	308.00	\$ 321.81
 SOCIAL ACCOUNT - c/fwd balance	 \$ 556.68		
Anzac Wreath - Col Dennis	75.00		
Drink - Vending Machine - Warren Mackaway	24.74		
	99.74	0.00	\$ 456.94
 GIFT ACCOUNT - c/fwd balance	 \$ 21,903.71		
Transfer to General - operating costs	308.00		
Rural Fire - Bunnings Fundraising - Australia Day		1,856.00	
Awaba Brigade - Share of Fundraising	619.00		
	927.00	1,856.00	\$ 22,832.71
 DGR ACCOUNT (RFS held) - c/fwd balance	 \$ 2,455.31		
Interest received		5.68	
	0.00	5.68	\$ 2,460.99

SEAHAMPTON RURAL FIRE BRIGADE MAY - ACCOUNT SUMMARY

BANKED MONIES

General Account	\$ 321.81		
Social Account	\$ 456.94		
Gift Account	\$ 22,832.71		
DGR Account	\$ 2,460.99	\$26,072.45	

TOTAL MONIES HELD BY BRIGADE

\$26,072.45

VENDING MACHINE - previous month balance	\$ 1,345.97		
Sales			
Purchases			
	0.00	0.00	\$ 1,345.97



2016 – TREASURER'S REPORT

Seahampton RFB

JUNE 2016

Good Afternoon All,

I have pleasure in presenting the report for the month of June.

Income and expenditure as per disclosed.

Status of accounts as at 30th June is as below

General account	\$ 361.91
Social account	\$ 634.94
Gift account	\$ 22,977.62
DGR account	\$ 2,466.25

Vending machine monies now stand at \$1,523.97 (which is included in the above monies)/

This brings the total of monies in the Brigade for the month of June is \$26,440.72.

Thankyou,

A handwritten signature in black ink that reads 'Susan Rishman'.

Susan Rishman
Treasurer

For further information regarding the Treasurer's Report, please contact Susan Rishman via email on rishorfs@gmail.com

SEAHAMPTON RURAL FIRE BRIGADE

INCOME AND EXPENDITURE ACCOUNT

for the operating month of June 2016

ABN # 49 277 075 131

	Expenditure	Income	Balances
GENERAL ACCOUNT - c/fwd balance	\$ 321.81		
Bunnings - screws - Warren Mackaway	35.10		
Member fees - direct - Sam Berry		5.00	
Member fees - deposited		90.00	
Sim cards for tablets in trucks - Sam Berry	19.80		
	54.90	95.00	\$ 361.91
SOCIAL ACCOUNT - c/fwd balance	\$ 456.94		
Vending machine - May		53.00	
Vending machine - June		125.00	
	0.00	178.00	\$ 634.94
GIFT ACCOUNT - c/fwd balance	\$ 22,832.71		
Donation for social event - M1 truck incident		100.00	
Interest		44.91	
	0.00	144.91	\$ 22,977.62
DGR ACCOUNT (RFS held) - c/fwd balance	\$ 2,460.99		
Interest received		5.26	
	0.00	5.26	\$ 2,466.25

SEAHAMPTON RURAL FIRE BRIGADE JUNE - ACCOUNT SUMMARY

BANKED MONIES

General Account	\$ 361.91		
Social Account	\$ 634.94		
Gift Account	\$ 22,977.62		
DGR Account	\$ 2,466.25	\$26,440.72	

TOTAL MONIES HELD BY BRIGADE

\$26,440.72

VENDING MACHINE - previous month balance	\$ 1,345.97		
Sales		178.00	
Purchases		178.00	
	0.00	178.00	\$ 1,523.97