



## Meeting Minutes - Seahampton

**Meeting:** EXECUTIVE MEETING – Ref #2017  
**Chaired by:** Stephen Schwetz - President  
**Minutes by:** Kerrie Schwetz - Secretary  
**Location:** Seahampton RFB  
 40 George Booth Dr  
 Seahampton NSW 2286  
**Date:** 18/03/2018  
**Start Time:** 1015 hrs  
**Finish Time:** 1101 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	Warren Mackaway	Anton Glover
Mark Hocking	Ben Wright	Sam Dart
Kerrie Schwetz	Stephen Schwetz	

### Apologies

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

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

## 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			
January Minutes	Stephen	Anton	
February	Stephen	Kerrie	

## Executive Correspondence In

Date	Topic:
6/3/28	FW: Public Website Volunteering Enquiry
6/3/18	Membership Enquiry...
10/3/18	Fwd: Re: Leave of Absence
12/3/18	FW: Public Website Volunteering Enquiry
12/3/18	FW: Public Website Volunteering Enquiry
12/3/18	FW: Public Website Volunteering Enquiry
12/3/18	FW: Public Website Volunteering Enquiry
12/3/18	FW: NSW Rural Fire Service Volunteering Enquiry
15/3/18	Fwd: FW: NSW Rural Fire Service Volunteering Enquiry

## Executive Correspondence Out

Date	Topic:
	DGR Account

## Correspondence Actions

Business Arising	Action Completed	Date Completed
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Michael Scales LOA

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

## Electronic Motions/Payment Requests

Motion/Payment Request Description	Outcome
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## General Business

Discussions & Details of Motions	Moved	Seconded	Carried/Voting Notes	Due Date
Membership applications - can we request not receiving them from Hamilton etc. Don't accept more than 10km radius from our driveway Kerrie will send something to indicate the 10km limit	Sam	Stephen		
15yo junior looking for experience to work with npws - recommend to Killingworth				
Letter of intent to Michael Ison - Stephen				
Grant Leave of Absence to Michael Scales 6 months	Colin	Stephen		
Paypal has been sorted, new account in Mark and Steve's names. Setup as a non profit business account.				
Allow no more than \$100 in the Paypal account, at each general meeting. Transfer all funds back to general.	Stephen	Anton		
Purchase a new tail battery for PMR	Warren	Sam		
Purchase new rope for the drying pole and flag pole after new costs worked out up to \$500	Warren	Mark	Warren and Mark to get prices	Next Meeting
Robert Norris is giving us some capping steel to carry the roof iron and we will use his account to purchase the timber at a discount				
Vending machine - get a refrigeration mechanic to quote to repair	Stephen	Mark		Next meeting
\$25.35 stat dec from Mark to cover last meeting's food				

Spend up to \$50 to buy 2 new tables	Mark	Warren	Warren	Next meeting

### Next Scheduled Meeting

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

**Date:** 15/04/2018

**Est. Start Time:** 1000 hrs