

# ANU SCUBA Club Annual General Meeting

14 March 2006, 6pm

Manning Clarke Theatre 6, Australian National University

## **DRAFT Minutes**

### **1 Attendance and apologies**

The meeting opened at 6:05pm.

*Attending:* 36 Club members (see Appendix).

*Apologies:* Antti Kallio

### **2 Confirmation of last meeting's minutes**

The minutes of the 2005 AGM were considered correct.

*That the minutes of the 2005 AGM be accepted as correct and complete:* moved Jeremy Weinman, seconded Ernie Perkins, carried by acclamation.

### **3 Reports from the outgoing committee**

Reports presented by the outgoing committee are attached below.

### **4 Election of new committee members for 2006/7**

The 2005/6 committee were released from office.

*That the committee be released from office:* moved Peter Christen, seconded Corrina Paeper, carried by acclamation.

Peter Christen took up the chair of the meeting for the election of the 2006/7 executive and committee. Appointed were

- President: Arwen Mow-Lowry (nominated Chaye Hosie, seconded Alison Shield, appointed by acclamation).
- Vice-president (gear officer): Mark Leonard (nominated Bill Keating, seconded Sam Burgess, appointed by acclamation).
- Treasurer: Alison Shield (nominated Paul Thomas, seconded Charles Adamson, appointed by acclamation).
- Secretary: Paul Thomas (nominated Matthias Regner, seconded Arwen Mow-Lowry, appointed by acclamation).

Appointed to the committee following direction of the meeting were:

- Boat officer: Bill Keating (nominated Chuck Young, seconded Jennifer Hine, appointed by acclamation).
- Student officer: Alex Pentony Vran (nominated Peter Christen, seconded Jeremy Weinman, appointed by acclamation).
- Environment officer: James Parks (nominated self, seconded David Clarke, appointed by acclamation).
- Social officer: Anita de Fredrick (nominated Charles Adamson, seconded Paul Thomas, appointed by acclamation).

- General officer: Sabrina Coventry (nominated Paul Thomas, seconded Jennifer Hine, appointed by acclamation).

Arwen Mow-Lowry took up the chair.

## **5 Gear issue officer selection**

The following members volunteered for the gear issue roster and were accepted by the committee: Paul Thomas, Matthias Regner, Thomas Magill, Steve Larkin, Michelle Lim, Sabrina Coventry.

## **6 Membership fees 2007+**

Paul Thomas spoke to the motion and suggested that the incoming committee be empowered to set membership fees for 2007/8 to any reasonable amount, consistent with the Club's role promoting SCUBA at the ANU, in order to manage finances in the uncertain environment forced upon us by the user-pays regime.

The motion as first put was amended (moved Chris Bloomfield, seconded Paul Thomas, accepted by acclamation) to require consultation with members.

*That the committee be empowered, after consultation with members, to set club membership fees for 2007 to any reasonable amount, consistent with the Club's stated purpose of promoting SCUBA diving at the ANU: moved Paul Thomas, seconded Jeremy Weinman, carried by acclamation).*

## **7 Safety Officer**

Jeremy Weinman had suggested that the Club appoint a safety officer, to “undertake the assessment of any club safety related incidents or near-misses, again suggesting possible improvements to existing practices to the Committee and through them the membership, and to be available for all members to consult on safety related issues”.

After discussion on the possible role of this officer, the motion first put was amended to clarify the advisory, not regulatory, nature of the position by changing the title to “safety adviser” (moved Ernie Perkins, seconded Jeremy Weinman, accepted by acclamation).

Further discussion resulted in an agreement that the exact nature of the role would be arranged between the incumbent and the 2006/7 committee.

*That the Club appoint a safety adviser: moved Jeremy Weinman, seconded Matthias Regner, carried by acclamation.*

Two nominations for the position were received: Jeremy Weinman (nominated Sabrina Coventry, seconded Paul Thomas) and Chris Bloomfield (nominated Mark Leonard, seconded Peter Christen). A ballot was held and Jeremy Weinman elected.

## **8 Member participation**

After discussion the issue was referred to the committee.

## **9 Secret Easter Bunny award**

The 2005/6 committee presented this annual award, for a non-committee member who has contributed significantly to the ANUSC, to Ray Vran. Alex Pentony Vran accepted the award in Ray's absence.

## **10 Other business**

There was no other business raised.

## **11 Lady Musgrave Island**

David Clarke, this year's coordinator for the LMI trip, spoke about the trip and opened the list for deposits.

The meeting was closed at 8:00pm.

PT

# **Report to the General Meeting of the ANU Scuba Diving Club, 14 March 2006**

## **Matthias Regner, President**

First of all, welcome to all new and old members to another year with the best Scuba Club in town.

### **Business from the last General Meeting (AGM 2 March 2005):**

*Boat deputy officers:* The establishment of a pool of members volunteering to assist the boat officer in maintenance and repair issues has been a great success.

*Record keeping:* There is still no improved record keeping system for the Club in place, other than a web-based design for computer-generated documents.

*Trip accounts:* The practice of sending final trip sheets to all trip participants, as a means to avoid having to receipt every sum turned over, has been well accepted by coordinators and members alike.

### **Other issues:**

*Activities:* As usual, the Club's activities have centred on our South Coast trips, which were numerous and increasingly well attended. So well-attended that the trips were starting to burst out of all confinements. But just as our "traditional" pool of coordinators started moaning under the increasing admin load we miraculously found a large number of first-timers volunteering to coordinate more trips. You can see the result on our trip calendar for autumn '06: it's chockers, and that's the way it ought to be!

*Tigger:* The Club has taken possession of a new boat, and the Tigger has been an instant success. More space, fantastic handling, safer towing due to override breaks... and it led some of us to their first ever sunfish encounter.

*Transient financial worries:* The unexpected demise of the Daffodil engine and the ensuing need to rapidly acquire a new engine gave the Committee a bit of a fright regarding ongoing liquidity. However, the bridging grant we obtained from the SRA to help us out until the Daff would be sold helped us to ensure we always had enough cash at hand to keep us running.

*Safety:* A much talked about topic in the committee, and amongst members, was "safety" this year and the desire to be able to continue our club-specific manner of conducting our dive activities, while at the same time ensuring the safety of all members, whether experienced or not. I suggest that the 2006 Committee may want to appoint a sub-committee to address these ongoing questions.

*Secret Easter Bunny Award:* Well, it wouldn't be secret...

### **Future issues to start thinking about:**

*Effects of VSU:* You've all heard of it, it is here. While we will be buffered from its effects in 2006, the following year we will bear the full brunt of it. This means that the financial strategies laid out in our 10-year plan are in need for a total rethink. A sub-committee dealing with these challenges would be a good idea. Given the extraordinary commitment of a great number of our members I am very optimistic, though, that the Club will come out on top of this.

There are really too many people to thank. It's been a great year for the Club!!!

# **Report to the General Meeting of the ANU Scuba Diving Club, 14 March 2006**

## ***Michelle Lim, Treasurer***

### **Income:**

The year 2005 was yet another extraordinary year for the club. Twenty three 'normal' dive trips brought in \$7,932 in income, compared to the \$3,500 last year. The annual trip to Lady Musgrave Island brought in a net income \$4,094, an enviable amount as a result of increased participation numbers.

Income from membership was \$1,145. Gear hire amounted to \$2,140.

The club also received tax-free interest income of \$606 on our term deposit.

On the whole, net income to the club from diving activities surpassed those in previous years.

### **Expenses:**

As anticipated, expenses in 2005 were significantly higher than previous year. This was due to the (planned) replacement of our 4.3m boat, the Daffodil, as well as an (unplanned) replacement of an engine in mid 2005.

Our new 5.3m 90HP boat, the Tigger, cost \$32,470 (half of which was paid by the SRA as agreed to between the club and the SRA in budget planning process of previous years). Fit out costs for the new boat amounted to around \$1,500.

The new 50HP engine for the Daffodil cost \$7000.

We also purchased a six new Faber 100cf tanks at a cost of \$1,980.

Maintenance costs on club assets (boat and gear) amounted to around \$5000.

Even after allowing for the SRA grant allocation of \$15,000 and an additional \$1,500 to cover GST expenses, the club had a debt to the SRA of \$10,500 at the end of 2005 to cover the abovementioned expenses.

(The Daff was sold in January 2006 for \$8000, significantly more than the (conservative) resale value of \$5000 that was budgeted).

### **Financial status:**

As at 31 December 2005, the club is a good financial position with a **net equity position of \$9,734**. This is net of our debt to the SRA and current term deposit of \$11,390.

### **Going forward:**

This year will be an important year for the club to consolidate its finances following the heavy draw on its coffers last year. With changes to SRA funding structures taking effect in 2007, consolidation and review of the club's medium to long-term plans and budget imperatives is timely.

*Note:* The spreadsheets following are not entirely accurate of 2005 as a) the SRA paid the boat registration; and b) they don't account for the expected 2005 tank servicing invoice ( $\approx$ \$2000 maybe?).

## ANU Scuba Diving Club - Historical comparisons 2001-2005

EXPENSES	Result 2005	Result 2004	Result 2003	Result 2002	Result 2001
<b>MAINTENANCE:</b>					
Boat engine servicing	1119.53	1295.40	715.40	472.10	363.00
Boat repairs	2587.05	260.74	1279.44	974.46	1544.21
Oil/fluids/cleaners/glue	265.29	109.32	12.97	34.02	100.52
Trailer repairs	637.05	328.25	399.76	958.35	294.61
Boat registrations		141.20	137.60	129.20	125.60
Trailer registrations	133.4	104.00	104.00	67.00	0.00
Tank/Reg/BC/Cmp service	0	1188.00	1419.40	1821.35	1401.00
Shed maintenance	54.05		35.40	41.39	33.75
<b>TOTAL MAINTENANCE</b>	<b>4796.37</b>	<b>3426.91</b>	<b>4103.97</b>	<b>4497.87</b>	<b>3862.69</b>
<b>EQUIPMENT</b>					
BCs	0			1192.00	1650.00
Regs	35		45	1788.00	2929.00
Tanks	1980	350.00			
Major equipment	44230.7	8288.00			
Minor equipment	154.68	32.00	880	547.04	1289.59
Others	744.8				
<b>TOTAL EQUIPMENT</b>	<b>47145</b>	<b>8670.00</b>	<b>924.94</b>	<b>3527.04</b>	<b>5868.59</b>
Memberships	0	100.00	60	90	
Activities	200	186.69	183	162	171.40
Safety training	29.5	960.00			
Women in sports	26	295.00		30.00	
Other expenses	160	474.30	1189	35.80	90.10
<b>TOTAL EXPENSES</b>	<b>52357</b>	<b>14112.90</b>	<b>6461.16</b>	<b>8342.36</b>	<b>9992.78</b>

INCOME	Result 2005	Result 2004	Result 2003	Result 2002	Result 2001
Member fees	1145	1355.00	989.05	765.00	605.00
Gear hire	2140	1300.00	1147.00	1250.00	950.00
Normal divetrips	7931.71	3518.05	1387.33	3276.90	3261.95
Musgrave trip	4093.6	2687.64	3577.32	1846.53	4733.12
Equipment sale	200	55.00		231.00	215.00
Fundraising/donations			827.00	5.04	121.50
Interest on accounts	606.29	703.03	633.61	570.59	253.47
SRA funding	15000	6467.30	2179.60	3846.94	6320.14
GST paid by SRA	1500	753.00	193.80	376.22	524.66
Misc	170	358.00	279.90		
<b>TOTAL INCOME</b>	<b>32786.60</b>	<b>17197.02</b>	<b>11214.61</b>	<b>12168.22</b>	<b>16984.84</b>
<b>Income less expense</b>	<b>-19570.45</b>	<b>3084.12</b>	<b>4753.45</b>	<b>3825.86</b>	<b>6992.06</b>

## ANU Scuba Diving Club - Financial Status 1/1/2005 to 31/12/2005

<b>EXPENSES</b>	<b>Actual 2005</b>	<b>Budget 2005</b>
<b>MAINTENANCE:</b>		
Boat engine servicing	1119.53	1000
Boat repairs	2587.05	1200
Oil/fluids/cleaners/glue	265.29	100
Trailer repairs	637.05	250
Registrations	133.4	230
Cyltest service (3)		1730
Shed maintenance	54.05	100
<b>TOTAL MAINTENANCE</b>	<b>4796.37</b>	<b>4610</b>
<b>EQUIPMENT</b>		
BCs	0	1400
Regs	35	
Tanks	1980	2000
Major Equipment (4)	44230.7	33000
Minor Equipment	154.68	
Boats	445.69	
Tools	146.33	
Safety Equipment	152.78	
<b>TOTAL EQUIPMENT</b>	<b>47145.18</b>	<b>36400</b>
<b>OTHER EXPENSES</b>		
Memberships	0	60
Activities	200	180
Administration	139	
Bank charges	29.5	
Women in Sport	26	
Misc	21	260
<b>TOTAL OTHER</b>	<b>415.5</b>	<b>500</b>
<b>TOTAL EXPENSES</b>	<b>52357.05</b>	<b>41510</b>

<b>INCOME</b>	<b>Actual 2005</b>	<b>Budget 2005</b>
Member fees	1145	900
Gear hire	2140	1000
Normal dive trips	7931.71	2500
Musgrave trip	4093.6	2200
Equipment sale (1)	200	5200
Interest on accounts	606.29	200
SRA funding (2)	15000	15000
GST paid by SRA	1500	1500
Misc	170	
<b>TOTAL INCOME</b>	<b>32786.6</b>	<b>28500</b>
<b>Income less expenses</b>	<b>-19570.45</b>	<b>-13010</b>

<b>STATUS - as at 31/12/2005</b>	
Bank accounts 31/12/2005	
CBA	5734.87
CUCB 1043892	-0.3
CUCB (Term deposit)	11390.04

1. Includes sale of two steel tanks
2. Higher grant allocation this year given boat purchase, as per agreement with SRA of lower grants in previous years.
3. Costs yet to be invoiced.
4. Includes purchase of new boat, fitout costs and replacement engine on the Daffodil

# **Report to the General Meeting of the ANU Scuba Diving Club, 14 March 2006**

## ***Paul Thomas, Secretary (Publicity Officer)***

### **Membership:**

At the end of the 2005/06 membership year, the club had about 150 members. This is on a par with 2004/5 but substantially more than in previous years:

2001/2 ≈100 members  
2002/3 ≈120  
2003/4 ≈120  
2004/5 ≈140  
2005/6 ≈150

Members are split about 60/40 male/female and 60/40 student/non-student.

### **Safety:**

Safety before, during, and after dives has been a major concern of the committee this year. While we have a good record, especially considering the amount of diving we do and the number of years the club has been around, the 2005/6 committee decided on a number of steps to further encourage safe practices. Many of these have already been implemented, and at the time of writing several are pending. New measures, or initiatives resurrected from the vaults, include:

- further publicity for our existing safety guidelines;
- giving new members some info about how the club works;
- reminder labels for the boats;
- a new series on the web where we report incidents and near-misses,;
- a form on the web for (optionally anonymous) reporting of incidents and near-misses;
- continuing courses, through training agencies (eg SSI stress and rescue) or the club (eg our O2 training);
- new “assumption of risk” documents, to encourage people to think about their own and others' safety;
- more details in the trip listing about what people can expect;
- a commitment to run beginner-friendly trips more often;
- a policy (as yet unofficial) that boats should either go out together, or people should dive in shifts, as the default position;
- making it easier for coordinators to know whether someone is new to the club.

Several members have been very active in helping the committee work through safety issues; I'd like to thank Charlie Adamson, Jeremy Weinman, and Ron Henry in particular.

### **Environment:**

Environmental issues this year have included:

- The NSW SCUBA tax, supposedly aimed at protection of Grey Nurse Sharks. The club has made several submissions on this issue;
- A new Plan of Management for Mystery Bay, including the campground. The club has

made a submission on the draft Plan;

- A new “multiple use” marine park at Port Stephens. Again, the club has made a submission;
- Another new park at Batemans Bay;
- NSW legislation on boating and diving around seals;
- The draft National Seals Strategy, aimed at minimising harm to either party in seal/human interactions;
- Clean Up Australia Day, where we joined the University of Wollongong club in cleaning under Windang Bridge (coordinated by Jen Hine and Thomas Magill).

All the Club's submissions can be found on our web site.

### **Administrivia:**

The last few years of dutiful recordkeeping and careful processes meant the Club once again sailed through the annual SRA audit.

The Club web site, which has long supplanted the printed newsletter, is getting approximately daily updates (with help from Peter Christen). The web site remains the place to go to find out what's going on with your Club, including of course information on dive trips but also club administration, submissions and communications, committee meetings, ...

# **Report to the General Meeting of the ANU Scuba Diving Club, 14 March 2006**

## ***Bill Keating, Boat Officer***

We still have two boats and they've been maintained. They're both still going, and there's still work to be done on both.

Lots of people have helped over the year: thanks especially to Ray Vran, Chuck Young, Jeremy Weinman, Norm Schram, Ernie Perkins, Steve Larkin, Florin Tepes-Paleu, Keith Lovegrove. I may have missed someone but you know who you are.

As promised I didn't touch the boats this year, but the system of delegation worked well.

There is so much diving happening this year that we may need to spread the load up front; I suggest we have two boat officers, one per boat, since there's a lot of work; maybe someone in charge of the shed too.

Having a list of deputies on call worked very well. Emailing the membership and asking for volunteers did **not** work well.

# **Report to the General Meeting of the ANU Scuba Diving Club, 14 March 2006**

## ***Alison Shield, Social Officer***

We've had the usual good array of social events: monthly drinkie-poohs, mid-year and end-of-year dinners, and the welcome BBQ.

Dive planning meetings have been excellent this year, with lots of volunteers, and we now have a calendar which is chockers. If anyone is considering coordinating a trip, I recommend they talk to an existing coordinator and perhaps consider working with them for the first trip; but please do get involved.

# **Report to the General Meeting of the ANU Scuba Diving Club, 14 March 2006**

***Alex Pentony Vran, Student Officer***

The highlight this year was clubs day, during O week, which saw about 50 people sign up, the great majority students.

Postgraduates are coming on trips but undergraduates are still under-represented; possibly they are worried about the cost. This would still bear more thought.

## ***Appendix: Attendance***

Charles Adamson, Chris Bloomfield, Sam Burgess, Robert Cassidy, Peter Christen, David Clarke, Sabrina Coventry, Anita de Fredrick, Ron Henry, Lindsay Hermes, Jennifer Hine, Chaye Hosie, Steve Larkin, Michelle Lim, Mark Leonard, Angus Macoun, Thomas Magill, Leigh Makewell, Ulrike Mathesius, Arwen Mow-Lowry, Giel van Noorden, Salih Ozgul, Corinna Paeper, James Parks, Alex Pentony Vran, Ernie Perkins, Lucy Randall, Matthias Regner, Kim Sebo, Alison Shield, Florin Tepes-Paleu, Paul Thomas, Gail Vest, Marjolein Visser, Jeremy Weinman, Eric Wenger, Chuck Young