



PRESENTED BY
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TRAVEL
THE TRAVEL PROFESSIONALS
COFFS HARBOUR

“We are a strong, proud boardriders club with a focus on building great friendships and future champions”



Date: Wednesday 31st Jan @ 6pm

Attendance: Carly, Keah, Andrew, Jonny, Todd, Nikki, Steve, Klaus, Ricky, Lauryn, Lex

Apologies: Darren, Beck

Business Outstanding from Previous Minutes: comp dates to be confirmed. Are we locking in March 23 for club challenge?

Yep locked in, Lindz sorted JS, Julian etc. Agreed to keep it a secret but pump the day on socials. Ask Hoey if available and if not, Jetty Beach house.

Agenda Items Committee:

Jonny:

Draft budget - *copies distributed to members*
Draft 1/4ly financial reporting - *distributed to members*

Andrew:

Leading up to the 1st comp..

Liaise with Trailer/equipment manager to organise a time/day to go through the trailer to make sure everything is in clean working order - *Klaus meeting Darren to go through trailer Saturday, can leave at club house.*
Check where rashies are and make sure they will arrive for 1st comp. *Wink to bring Sunday morning*
(Matty B has one of the loud speakers to fix it.)

Leading up to every comp!!

Make sure head judges are aware of comp coming up and will make it (if not need to arrange someone to fill in).

Make sure we have the MC turning up, if can't do all day have someone organised to fill in. - *Need to discuss MC with Mascho - Lindz to call about MC and coffee.*

Backup MC - Steve Dean and crew - no wet wetsuits!!

Leading up to comp day check in with Rick and Steve and make sure if possible a location is set.

If location is set:

- Call Macca, any BBQ staff and let them know
- Social post about where and start time - *Steve Dean to post on social media location and liaise with set up crew location by Sat 5pm.*



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- Arrive comp day make sure location is on and do social post (First thing)
- Set-up for comp, in order as Ian has it

[Tents (inc one for Marshalling Ladies), Tables/chairs, PA equipment, Hooter, Computer/Tablets for running of the event/Judges.]

- Make sure once set-up everything is staked, taped, tied and 100% secure. (Tony Nolan is a pretty good helper for this)
- Check with Rick and make sure PA is correctly working
- Check that Macca has filled generator (new tank gets a full day, but good to check in arvo if a long comp)
- Rally up some helpers and get the sponsors flags and walls set up. This needs to be done and done right
- Once up and running do another check to make sure comp site is secure and tied down
- Depending on if a coffee person is coming an area set a side and a tent, they also need to be contacted
- Check all electrical leads are safe and off ground if possible and water protecting covers on lead joins
- Get the photographer to make sure he takes plenty of shots of comp area to get sponsors branding in pics.

Comp Pack Down

- Make sure Hoey is notified of time we have presso, they need to know at least 5 heats before - *Nikki will do.*
- Make sure competitors and families are aware of presso time
- 3 heats to go start a sof pack up, sweep out trailer and start packing any tents, BBQ gear and anything not being used.
- Making sure everything goes back the right way, Macca is best at this.
- Word up some people standing around for a hand to pack everything as soon as last hooter blows.
- Dont rush and jam everything in the trailer, even though you may be thirstier than a Nun's @\$@! It has to go in order and delicate PA stuff sorted out. (Just makes it easier for next comp)
- Make sure the rashies go with the rashie washer
- Collect any excess rubbish and drop off in the hoey bins (East side of main car park. Shit job but if we leave stuff at the comp it's not a great look.
- Check Macca is all good and move on to the Hoey

Please Note: Judging Tablets and computer cases were taken home after every comp and cleaned with wet wipes, maybe could take turns in doing this.

BBQ Crew -

Lex gone through with Bryn prior. Lauryn will give Lex her card to pay.

- Sort out menu for comp day, get price lists printed out for day
- Have the Square reader charged and also test it to make sure there are no software updates and everything works (pain in the bum for it to happen on beach)
- Do shopping day before, making sure you have checked from last comp what is left over, frozen meat, drinks and other things paper towel, foil etc.
- Prep the Bacon, Cut sausages and pack, cut onions up and pack night before
- Make sure whomever needs to know, knows time and location for comp day.
- Check Square again before you leave in the morning
- Get (4) bags of ice on the way
- Make sure main comp area is set-up before setting up BBQ area.
- Set up tents, tables and get going with the BBQ, get bacon on first.
- Make sure BBQ area is secure and everything fastened down
- Check BBQ is positioned well and is out of the way of any groms that can get to close.
- Once everything is nearly sold and start packing up.



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- Chat with MC to make sure people know when you are closing.
- Usually try and keep a few drinks around
- Pack up trailer where possible as this is finished before comp.
- Sort out who is doing wash up
- Make note of what is left for next comp
- After comp day count up the cash and Square payments and use spreadsheet if you want.
- You want to keep all receipts and email to Johnny
- Bank the money and email Johnny BBQ spreadsheet

Steve:

- dates for surfmasters titles - *27-31 May confirmed*
- urbnsurf update - *Steve waiting for Mitch Parkinson to get back to him*
- new sponsors - *Happy Frog signed up for 2 years - silver sponsor*
- live heats admin - *Emma to delegate messages from socials to relevant party, Keah has access to live heats so forward live heats enquiries to Keah.*

Carly

- Yeti Day (April?) - *Lindz to check with Billabong its all good. 5th May or after winter. Carly to check with Glen Casey.*
- Website updated with: new committee with head pics/profiles, comp dates for the year - *Carly to ask Kyle to take photos at first comp, ask Byrn to update website.*
- Comp dates for the year on socials - *Nikki to send to Emma for socials, emailing to committee and sending to Byrn for website.*
- Kyle Photography - *joined boardriders, Carly to discuss photography with Kyle*

Klaus

- Payment for head judges.. - *\$200 for Pete Courtney main bank, \$200 split between Klaus and Dan Stone for secondary bank, agreed upon by members.*
- Divisions.. - *combine 12 and 16 girls. Get rid of 35s, they can go to A or B or 45s. Keah to email and let Klaus know what division they decide.*
- Equipment...(Trailer Clean Up) - *scheduled for Saturday morning.*
- Comp dates(Setting up the draw/schedule) - *confirmed, to be emailed by Nikki*
- 1st comp-No seeding!!! - *decided to seed*

Loz

- Budget meeting date set
- Life Member Manager ideas & budget - *Life member t-shirt idea*

Next Meeting Date: Mon 19th Feb 6pm

Meeting Closed: 7:40pm



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