

Murdoch University Divers (MUD) Club Meeting Agenda Friday 11th of April

Meeting open

Call the meeting open, and note the time in the minutes.

Meeting open: opened 5.10

Roll Call

Take attendance, ideally in position order, but not required.

Present: Raul, Julian, Mark, Ian, Todd, Shelby, David, Phillip, Brodee

Absent: Camilla(advised) Jess, (advised), Hannah (not advised)

Previous minutes

The Chair needs to review the previous minutes, and discuss any faults or changes with them. If they are acceptable, the Chair should move to accept them. This is a normal motion (seconded, passed).

MUD Minutes and Agenda from 16th of March 2018 (Meeting 1)

Close any Items from last meeting or keep open for next meeting

Item 1.1: 3 executives must be present for all meetings. (President, Vice president, Secretary, Treasurer)

Closed.

Item 1.2:

- Discuss methods of communicating ideas and discussion points. (ie. Direct question straight to person responsible if known or ask who is in charge. Propose things in Committee meetings and ask President to add to agenda???)

-More organised method of planning club dives through group message.

- Any ideas and suggestions emailed to president, secretary or vice president and placed on agenda
- If urgent than discuss in group otherwise wait till next meeting

Closed.

Item 1.3:

- Welcome MUENSA member's to the meeting and discuss collaboration for clean-up dives (Olivia Turley and Darren O'Brien)
 - Issue with insurance from the guild, public liability insurance confirmed
 - First aid and ensuring a first aid kit is present on all dives (MUD to organise), divers liable for own safety.
 - Hannah, Ian and Brodee to liaise with Olivia and Darren about Easter Monday dive.
 - Messenger group created to organise donations and other matters
- Closed

Item 1.4:

- Discuss Easter Monday Dive at Robbs Jetty (2nd of April 2018) in collaboration with MUENSA.
 - Talk about issue of insurance.
 - Talk about obtaining prizes for the hunt, possibly weigh rubbish for a prize, have the best rubbish prize
 - Hard boiled eggs hidden around the dive site, numbered as Easter eggs. Most rubbish by weight wins a grand prize or even best rubbish prize award.

Closed.

Item 1.5:

- Brodee has sorted out a letter for donations, gloves and other things such as BBQ items. Needs MUENSA to help out
 - Gold coin donation for sausage sizzle (non-mebers to be split between MUD and MUENSA)

\$5 made, Closed.

IGA south freeo donated a voucher for next time

Item 1.6:

- Discuss the hire of equipment due to UEC and Easter dive (what costs will be incurred, if people doing both days can they fill their tank at a dive shop??)

Responsibility of divers attending UEC boat dive to fill 1 tank for cleanup dive.

Item 1.7:

- Someone from MUD to attend Guild club meeting to allow MUENSA a grant
- Shelby attending This Wednesday's Murdoch guild meeting with MUENSA to apply for grant.

Item 1.8:

- Follow up from meeting on the 12.12.17 discussing Clean up dive at Coogee dive trail. Land and Sea.
 - Brodee sorting out poster
 - Discuss date for event
 - ON hold, Proposed, river cleanup blackwall reach.
 - Liase with brodee about cleanup
 - MUENSA CAN LEAVE AT THIS POINT IF THEY LIKE!

Item 1.9:

- Suggestion that all original posters and any MUD related business to be automatically saved to the MUD dropbox
 - That way they can be edited by executive members and available for future events
 - Dropbox access needs to given to all committee members and have posters and spreadsheets ect. Pooled there.
 - Once access is granted, look through dropbox and find out available volunteering times for the dive shed.

Closed

Item 1.10:

- Committee to choose dive shed roster dates
 - Reminder them that free dive gear is available for volunteering 1 shift at mud shed grants one credit for one piece of gear (\$5 credit)
 - Clarify with Phil how many hours are equivalent to what equipment subsidy Phil signs off on this credit
 - Please check the roster on dropbox under Shed Roster and choose some times that work. Then upload the new copy by overite.
 - Download file from Drop Box onto desktop, add your dates by typing (on,(initials) (ie. On,DJ) and then save with new date. Then upload back to drop box and delete old file if possible.

(open) to be reviewed.

Item 1.11:

- Discuss Raoul converting to Equipment officer under Supervision of Mark
 - Confirm Ian Dapsons role (ie. Environmental or equipment)
 - Raoul to assume technical officer.
 - Grant has been approved for oxi-sok equipment. Raoul to liase with Mark re obtaining equipment.

- Ian Dapson changes role to Environmental officer
- Jess will be asked to assume media officer role (Jess has agreed to take this role until end of Semester 1 due to honours abroad in S2).

Closed.

Item 1.12:

- Discuss the purchase of Oxi-Sok via BOC and surf lifesaving club using Guild \$1000 Grant
 - Provide paper work to officer who will purchase or investigate
 - Raoul to decide on quotes on Oxi-Soc as new Technical officer and liaise with mark.
 - Phil to do funding, mark getting the oxygen.
 - Revisit this issue for storage with guild and acquiring the grant.

-open.

Item 1.13:

- Volunteers needed for a Bunnings' BBQ fundraiser 25th of April ANZAC Day or another day June 5th. Discuss what the funds can be used for. Additional available days for fundraiser (Public Holiday) , 30th June (Random Saturday)
 - Awaiting confirmation from guild re public liability insurance
 - David to contact Bunnings person, 30th of June decided on. Public liability insurance gained.

Closed.

Item 1.14:

- Confirm Sticker order and how they will be distributed onto student cards
 - Jules forgot the stickers at home. They are printed and ready for use by MUD

Closed.

Review needed for next year.

Item 1.15

- Organise or create ideas for weekly/fortnightly dives (Added by Ian Dapson)
 - Propose a UEC dive being Hall Bank and Minden Reef double dive
 - David proposes weekly and fortnightly dives.
 - Preferably shore diving or liaise with UEC for dives.
 - Shore dived for coogee, ammo jetty, robs jetty ect. To be planned.
 - Todd to view MUD calendar and try to plan another shore dive at one of these locations.
 - If an event is created, Phillip Good must be notified of an events to go online immediately and also advise Jess to do social media posting.

Organise dives and normal, dives will be planned if good weather is forecast.

Item 1.16:

- Organise/propose Gilli Islands Trip
-Expression of interest. Ask Brodee on advice. See if Brodee wants to take on role to organise the trip possibly or see expression of interest.

Closed

Item 1.17:

- Helping at the dive shed 29.03.18, day before good Friday due to high hire rate, over Easter break.
-David to do the 4.30 session, Shelby to do 12.30

Closed.

Item 1.18:

- Monthly committee meetings
-Committee agrees on monthly meetings.

Meetings to be monthly on Wednesday.

Item 1.19:

- Open discussion for any other matters
How the committee will spend the money from BBQ.
Will use money for Christmas party

Closed.

Item 1.20:

Shelby to try to organise market days, probably fortnightly.

David to organise stall date in a week or so.
Organise sausage sizzle

Item 1.21:

Discuss committee clothing and MUD apparel
Deduct price of plain MUD tee from committee's apparel.

Postponed until next meeting.

Item 1.22:

Treasurer's report to be submitted monthly by phil to info@mud.org.au and uploaded to drop box

CLOSED.

Cover Current Agenda: *Write minutes in blue*

Item 2.1: (David J)

- Bunnings Sausage Sizzle Confirmed for Saturday 4th of August 2018
- Who can help
*Confirmed for Saturday 4th of August.
David to write letter and ask iga and Coles, all of committee to try and get donations.*

Item 2.2: (Phil)

Gilli Island Trip:

To confirm the flights we need \$1,200 to lock in 12 seats. This is a non-refundable deposit made to ensure the price stays the same and that we have the seats. This is to be paid by next Wednesday the 11th of April 2018. This can be paid by a direct deposit into our account:

Account name: Always Dive Expeditions

Account number: 1071 4423

BSB: 063 000

Please put booking number "ADE799" and "flight deposit" into the reference section.

Confirmed with Nikki that we can have until the Friday 27th of April 2018

Phil to send emails, Brodee to do facebook advertising.

Item 2.3: (Jess)

Invest in some plastic reusable plates for bbqs etc from vinnies (approx 20?)

Jess to organise.

Item 2.4: (Jess)

Competition for new dive club signage for front gate to make it more obvious where we are (A3/A2 size?) Win the coffee machine? Must incorporate octopus and diver?

The committee says Jess should look into it, review cost of printing. Coffee machine is a good prize.

Item 2.5: (Jess)

Do we keep track of ICE contacts of members so we don't have to collect them for every dive? (Good point but requirements can change so hard to tell??)

Closed. NO decisions made.

Item 2.6: (Jess)

Busselton trip 12th/13th May Jess & Shelby to organise. I will forward details and anything about costs to MUD. Will MUD put some money towards food costs to keep it affordable as was discussed for last year? Will keep details up-to-date on the drop box.

Shelby waiting on final confirmation, will confirm at next meeting. Shleby liasing with Jess. Date should be amended due to confilcs.

Item 2.7: (Jess)

Dive officers/environ officers need to make a emergency dive plan for every dive, see drop box under diver officer for a guide. This is important to have for the safety of our divers and also incase something happens it should take some liability off us.

Already have emergency dive plan. Needs to amended for the dive.

Item 2.8: (Jess)

Abrinhos dive trip with CRTAFE someone to organise/ book in asap so we don't miss out. Ask about people who have already been. Info on drop box.

David to contact TAFE.

Item 2.9: (Jess)

Organise a couple of markers daze/ uni bbqs

Organised next week by David.

Item 2.10: (Jess)

MUD dive log books to sell as they'll be cheap as to make and we can probably sell them for \$5-\$10 at the shed, events and market days.

Item 2.11: (Jess)

Just thought of a good fund raising idea, we could do a screening of a marine related docco using one of the uni rooms and have nibbles etc for donation and with entry as a donation. Or see if we could do an outdoor screening at the community gardens using a projector and white sheet or something with MUEEnSA.

It might be a good idea to bring up other fund raising ideas so we can start using MUD money towards subsidising dive trips?

Brodee will discuss with Jess.

Item 2.11: (David)

Cost is \$250 per prize and contact is r.brisbane@murdoch.edu.au

Sponsor BIO377 Marine Ecology (Available Core Unit)

Sponsoring of the award agreed upon by committee.

Sponsor BIO254 Marine Botany (Available Core Unit)

Mike said to go by preference of 3rd year to 2nd year

Item 2.12: (Ian)

MUDS 40th Year Anniversary should we start bouncing off ideas!

Pirate ship bouncy castle, pirate themed party near carnac.

Find founders and invite to party.

Celebratory dive.

River cruise.

Item 2.13 (David)

Boat in a Boat cancelled till week after going to coogee wreck trail. Can someone edit the pages please.

Raul and David to do Coogee wreck trail

Shelby to amend facebook page to reflect change of plans.

Item 2.14

Phil has provided financial report.

Meeting Closed: Meeting Closed.