

MUD MEETING MINUTES 16th of March 2018

Meeting open

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

David opens meeting 1735.

Item 1: 3 executives must be present for all meetings. (President, Vice president, Secretary, Treasurer)

Roll call

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

David Juskiewicz, Julian Chilcott, Phillip Good, Ian Dopson, Mark Man, Shelby Lane, Darren O'Brien, Olivia Turley, Raoul Hofman, Todd James, Hannah Donnelly.

Jessica Blakeway (Absent-Made it known)

Brodee Elsdon (Absent- Made it known)

Camila Mirow (Absent and location unknown)

Welcome the new committee open any questions about positions

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).

Cover Agenda: *Write minutes in blue*

Item 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

Item 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

Item 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.

Item 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)

Item 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 6:

- 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 7:

- 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

MUENSA CAN LEAVE AT THIS POINT IF THEY LIKE!

Item 8:

- 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 be 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.

Item 9:

- 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 overwrite.

-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.

Item 10:

- 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 liaise 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.

Item 11:

- 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.

Item 12:

- Volunteers needed for a Bunning's 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.

Item 13:

- 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

Item 14

- 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.

Item 15:

- 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.

Item 16:

- 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

Item 17:

- Monthly committee meetings
-Committee agrees on monthly meetings.

Item 18:

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

Item 19:

Shelby to try to organise market days, probably fortnightly.

Item 20:

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

Item 21:

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

Meeting Closed 18:30