



MINUTES OF DAVISTOWN RSL SUB-BRANCH

COMMITTEE MEETING

Tuesday – 4 March 2025

1. **WELCOME** The Chair opened the meeting at 1103 with the Ode.

A minute silence was observed to honour the passing of

Ronald (Ron) George Small (19 February 25)

- The Chair advised that the meeting is being recorded -

ATTENDEES: Chris Salakas, Mick Allen, Pete Grothen, Steve Laing, Ray Bale, Mike Fletcher, Steph Pucek, and Mac McLarty

APOLOGIES: Paul Osborn, Kerry Hutchison, and Don Molloy

2. **MINUTES OF PREVIOUS COMMITTEE MEETING** held on 4 February 25 made available at the meeting.

BUSINESS ARISING –

Legacy House Items - Pete G advised as per an email from the CC Legacy CEO, we will be advised when Legacy House items might be available for repurposing and were advised that the 'Eternal Flame' would not be one of the items.

3. **MINUTES OF PREVIOUS GENERAL MEETING** held on 11 February 25 made available at the meeting.

BUSINESS ARISING – Nil

Moved: Steve Laing **Seconded:** Mick Allen *"that the Minutes be received and adopted."*
CARRIED

4. **CORRESPONDENCE** – Pete G tabled the 'In' & 'Out' sheet for questions.

BUSINESS ARISING –

Max McInerney – Late email received today via 'The Davo' website from Max's daughter, Lyn Davis. It laid out Max's involvement with the sub-Branch, bowlers, and Club Ltd over many years, culminating in a request for a flag to be presented to his family retrospective to Max's funeral that took place on 31 Aug 2018. After much discussion, and even though there was some animosity from some of the family members at the time, it was **moved:** Ray Bale, **seconded:** Mike Fletcher "that in honour of Max, the family be offered a flag (including a flag box with the RSL logo), which would then be presented to the family at a future General meeting, possibly in May."

CARRIED

Moved: Ray Bale **Seconded:** Steph Pucek *"that the correspondence be received."*
CARRIED

5. **STANDARD OPERATING PROCEDURES (SOPs)**

Pete G spoke to the SOPs and several minor changes to the content within the draft. After discussion on some of the admin aspects, and the changes below, all agreed that they should be tabled at the next General meeting for adoption by the members. Please note that the SOPs supersede our By-Laws, and changes may be made to SOPs at any General meeting, to ensure that they can be kept current depending on members requirements.

The changes made were:

- a) SOP 3 Section 3.4.c. and 3.4.d adding to the Secretary and Treasurer's roles and responsibilities,
- b) SOP 6 Section 6.2 adding controls for expenditure of amounts >\$500, and for those <\$500, and detailing the Types of Accounts at Section 6.4.
- c) SOP 10 Section 10.2 adding additional criteria at 10.2.c.

6. SUB-BRANCH ANNUAL (SBA) RETURN FOR 2024

Pete G tabled a draft SBA Return for 2024 which was discussed to address some minor adjustments necessary to better reflect the content of the audit report. It was agreed that on implementation of the minor adjustments that the SBA Return for 2024 be tabled at the next General meeting for approval by the members.

7. REPORTS

- a) **FINANCIAL** – In Kerry H's absence, Mac M tabled the report on accounts for the period ending 28 Feb 25.
- b) **WELFARE** – In Paul O's absence Pete G reported that:
 - * Ken Heylbut's leg wound issues are improving and hopes to be at the next meeting.
- c) **CCDC** – Steve L reported that the next meeting is at 'The Doylo' on 10 Apr @ 1400
- d) **BOWLS** – Mike F advised that:
 - * Interzone Carnival was played at Yamba in Feb between RSL Zones 5, 6, 7 & 8. Zone 5 unfortunately finished 3rd, however, everyone had a great time!
 - * Next RSL & Friends Day will be at Wyong on Mon 14 Apr (Legacy Day). The signup sheet is on the noticeboard with nominations closing on Sun 6 Apr.
- e) **DISPLAYS** – Chris S provided the following report:
 - * Let me say thank you to Pete G for picking up the Gun Safe. Don Molloy said that this is the correct one thanks also to Dave Parrington for fitting the safe. It fits ok in the office.
 - * Both the operational office and Club CEO have been advised. We can now take the responsibility of storing our own weapons.
 - * It was great to see Wes and his son Peter at the club having lunch the other day, maybe Wes' health is starting to get better.
 - * Received information with regards to the SLR that I applied for (we're on a waiting list).
 - * We need a crew to help clean the display prior to Anzac Day. Both Ray & Mick volunteered to do it on Monday morning, with Ray bringing his hose and squeegee
 - * This will be the last time I will call for members to travel to Fort Scratchley. At this stage I have one member, and we require at least 10 members.
 - * RSL recruiting ad will be placed on 'The Davo' tables intermittently.
- f) **President** – Chris S thanked the members for a very constructive meeting.

Moved: Steve Laing **Seconded:** Ray Bale *"that reports be received, & accounts be paid."*
CARRIED

8. GENERAL BUSINESS

- * **Navy Matelots** – Steve L advised that Matelots are playing RSL Zone 5 at Wyong on Tue Mon 11 Mar. Signup sheet is on the noticeboard. Cost \$20 (includes lunch).
- * **Monday Morning Bowls** – Ray B placed an ad for what has become a very popular event.

NEXT sub-BRANCH COMMITTEE MEETING will be TUESDAY 1 APR 2025 @ 1100

There being no further business the meeting was closed at 1230.



Chris Salakas
Vice President
Chair



Pete Grothen
Secretary

Enclosure:

1. Monthly Correspondence for February/March 2025