

YASS RIVER-NANIMA VOLUNTEER BUSH FIRE BRIGADE
322 Greenwood Road
Murrumbateman NSW 2582

MINUTES OF ANNUAL GENERAL MEETING
HELD ON 7 MAY 2014

The Yass River-Nanima Brigade Annual General Meeting (AGM) was held at the Fire Shed at 322 Greenwood Road on Wednesday 7 May 2014 at approximately 7.30 pm.

AGENDA ITEMS

ITEM 1. Opening and Apologies.

In attendance:

Kane Fillingham, Tim Scully, Michelle Scully, Peter Clark, Shirley Clark, Gareth Ellem, Neville McMartin, Ben Dachs, Sally Kaufmann, (Ron Hardy), (Mike Cliff), Geoff McFarlane, Dennis Hogan, David Fearnside, Dave Morton, Peter McCaskill, Fiona McCaskill, Broni Jekyll, Mac McDonald.

Apologies:

Stu Burrows, Sandra Burrows, Shanelle Burrows, Scott Burrows, Francesca Scully, Georgia Scully, Rick Mumberson, Tim Watt, Bron Gould, Joanne Reid, Ben and Marina Maguire, Denis and Barbara Hussey, Jenny Rothschild, Kim Bannan, Lindsey and Christine Butt, Michael Mathieson, Gerry & Monika Silvano, Mark & Gertraud, Norton, Laeli Hogan, Michael and Donna Georgevski, Sonia Slattery, Kevin Mann.

The President, Kane Fillingham, said it was great to see that we have gone from a passive to active brigade, which was especially noticeable in the training Gareth has overseen and Sally's communications efforts getting messages out to Brigade members. Kane thanked all members of the Executive Committee for their efforts over the past 12 months and all members collectively for their contribution. However, he expressed his concern at the low number of people attending the meeting; while a number of apologies were received, attendance did not reflect this number.

Kane noted the concerted effort to move to electronic means using email and web site to communicate with members and land holders.

Kane also thanked Ron Hardy (Gp Capt.) and Mike Cliff (Capt Gundaroo and D/Gp Capt.) for attending the AGM.

ITEM 2. Minute of the Previous Meeting

The minutes of the previous 2013 AGM were accepted as a true and accurate record of the meeting (See previous minutes at this [link](#)). Proposed by Neville McMartin, seconded by Gareth Ellem. Agreed.

ITEM 3. Actions Arising from the Previous Minutes.

There were no matters arising from the minutes of the previous 2013 AGM.

ITEM 4. Annual Reports.

a. Gareth Ellem proposed that the Captain's Report (See Attachment 1) be accepted

by the AGM. Seconded by Neville McMartin. Agreed.

- b. The Secretary provided the Treasurer's Report in her absence. He informed the AGM of the balance of the Brigade's accounts and noted that most income for the year came from the Murrumbateman Field Days (roughly 56% of the 2012 amount the amount obtained in 2102) and donations (approximately twice the 2102 amount).

He informed the AGM that the Auditor's report stated that the report was a true and fair view of the Brigade's financial standing.

Peter McCaskill proposed that the Treasurer's and Auditor's Report be accepted by the AGM. Seconded by Neville McMartin. Agreed.

(The Treasurer's and Auditor's Report details are available on request from the Treasurer or Secretary.)

- c. Broni Jekyll proposed that the Training Officer's Report be accepted by the AGM (See Attachment 2). Seconded by Sally Kaufmann. Agreed.
- d. Sally Kaufmann proposed that the Equipment Officer's Report be accepted by the AGM (See Attachment 3). Seconded by Fiona McCaskill. Agreed.
- e. Occupational Health and Safety Report.

Peter Clark reported on OH&S stating that no major concerns were raised during the year. Several issues did arise, but were dealt with promptly and effectively to ensure no re-occurrence. Dennis Hogan proposed that the OH&S Report be accepted by the AGM. Seconded by Broni Jekyll. Agreed.

ITEM 5. Election of Brigade Officials

The President handed the Chair over to Ron Hardy as the Returns Officer to conduct the election of Brigade officials. The following people were elected by the AGM to the positions shown:

Position	Nominee	Nominated by:	Seconded by:
Captain	Peter Clark	Gareth Ellem	Neville McMartin
Senior Deputy Captain	Stuart Burrows	Neville McMartin	Broni Jekyll
Deputy Captain (DC)	David Morton	Sally Kaufmann	Tim Scully
DC	Gareth Ellem	Gareth Ellem	Neville McMartin
DC	Neville McMartin	Gareth Ellem	Neville McMartin
DC	Scott Burrows	Gareth Ellem	Neville McMartin
DC	Rick Mumberson	Tim Scully	Neville McMartin
Food Controller	Sally Kaufmann	Dave Morton	Gareth Ellem
Food Controller	Ben Dachs	Broni Jekyll	Neville McMartin
President	Kane Fillingham	Dennis Hogan	Gareth Ellem
Vice President	Broni Jekyll	Gareth Ellem	Fiona McCaskill
Treasurer	Joanne Reid	Broni Jekyll	Dave Morton
Secretary	Tim Scully	Gareth Ellem	Peter Clark
Training Officer	Gareth Ellem	Neville McMartin	Dave Morton
Equipment Officer	Neville McMartin	Peter Clark	Broni Jekyll
OH&S Officer	Stu Burrows	Gareth Ellem	Broni Jekyll

Ron and Kane, as the re-elected President, congratulated the members on their appointments and welcomed Rick and Ben to the Committee. He also thanked Dennis and Laeli for their efforts as committee members.

ITEM 6. Appointment of Auditor.

Kane Fillingham proposed that David Boucher of Vanzwan Accounting Plus be retained as the Brigade's auditor. Seconded by Gareth Ellem. Agreed.

ITEM 7. Membership Appointments.

- a. The Secretary, Tim Scully, proposed that the following probationary members be accepted as ordinary members with full voting rights:

Kim Bannan	13/05/13	
Shanelle Burrows	14/09/13	
Will Guttler	REMOVE	
Tibor Fekete	14/09/13	
Suzanne Lavender	14/05/13	
Peter McCaskill	28/06/13	
Fiona McCaskill	16/03/13	
Michelle Scully	13/05/13	
Sonia Slattery	03/02/11	Remove incorrect listing as a "Life Member"

Seconded by Broni Jekyll. Agreed including removal of Will Guttler as active member given he has not participate in Brigade activities for an extended period..

- b. Tim Scully proposed that the membership status of the following members be corrected to show them as ordinary members with full voting rights:

David Beattie	13/05/13
Shirley Clark	01/06/89
Sandra Burrows	01/12/92
Will Duncan	REMOVE
Timo Dupupet	23/01/13
Saan Ecker	09/03/13
Anthony Lustenburger	16/03/13
Fiona McCaskill	16/03/13
Rick Mumberson	21/06/12
Jason Mumberson	21/06/12
Francesca Scully	10/10/12
Tim Scully	10/10/12
Ewan Shepherd	REMOVE

Seconded by Neville McMartin. Agreed (including removal as active members of Will Duncan, due to non-participation, and Ewan Shepherd, due to his return to the UK).

- c. It was proposed to appoint the following people as Life Members of NSW RFS:
- 1) John Hodgson, and
 - 2) Alison Hodgson.

Proposed by Gareth Ellem, seconded by Peter McCaskill. Agreed.

ITEM 8. Annual Donation

Kane Fillingham proposed that an amount of \$50 be set as an Annual Voluntary Donation in lieu of an annual subscription. Seconded by Gareth Ellem. Agreed.

ITEM 9. Proposal to Change Brigade Name.

Based on previous Executive Committee decision, it was proposed to change the name of the Brigade to "Yass River" removing the word "Nanima".

The Secretary provided the results of a survey asking for members' views on the proposed change and also read out the comments provided to the AGM by Allison Butt on the history of the Brigade name.

While the survey showed that people overwhelmingly thought the name change was acceptable, many were not aware of the historical, cultural and community factors associated with the name that were not reflected in the survey.

It was noted that many people did not know the history behind Nanima being part of the name; Allison's comments and others provided by participants at the meeting provided important background in this regard.

It was also noted that the Brigade's history can be reflected by continued use of the full name and that changing the name would not affect our work on the fire ground and elsewhere. It would be appropriate to retain our official name as Yass River-Nanima and continue to use the abbreviated "Yass River" in the field, in communications and for other general usage.

The proposal to change the name of the Brigade was **not** carried. The name will remain unchanged.

ITEM 10. Other Business.

Award of BF Certificates

Ron Hardy and Mike Cliff congratulated the following members on receiving the Bush Fire Fighter Certificate having completed the training course: Michelle Scully, Peter McCaskill, Fiona McCaskill, Sandra Burrows, Tibor Fekete, Shanelle Burrows.

Closure

There being no other business, the President declared the meeting closed at 2045.

Tim Scully
Secretary

19 May 2014

Attachments:

1. Captain's Report 2014
2. Training Officer's Report 2014
3. Equipment Officer's Report 2014

Yass River-Nanima Bush Fire Brigade Captain's Report 2014

I am pleased to say that we had no fires in our brigade area this fire season, we did however attend a number of out of area fires starting with two crews attending a fire at Mongarlo for three days early in the season. This followed with crews attending fires at Bowning, then an unusual expensive header fire one evening at Hillview assisting the Murrumbateman brigade. Crews also attended fires successfully at Wargeila road and closer to home at Poaches Pantry. We were also asked to supply a crew to travel interstate to Victoria with a Yass/ Goulburn taskforce. Dennis and Rick were selected to go at short notice where they undertook some mopping up work as the fire had which had been threatening the outskirts of Melbourne had lessened in intensity.

I would like to thank all those members who did attend fires and also those who were on standby as well.

Digital radios came online this fire season and seem to be working quite well giving good and clear coverage throughout the Southern Tablelands Zone and being quite easy to use.

Once again our training officer Gareth and those who have conducted training sessions have done an excellent job and I am sure you have all gained something from our training nights. It has been great to see so many people turn up to training and keen to learn new skills.

We have approval for a HR burn to be conducted at Yarrh winery, but probably won't happen until closer to summer when conditions are more suitable. Gundaroo Brigade also hope to conduct further HR burns at Lake George escarpment again it will be later in the year.

We again had a successful Murrumbateman Field Days catering site which raised a considerable amount of money for the brigades that took part, Yass River brigade was one of the major supporters of this fund raiser and those that made it a success should be congratulated. We also assisted with catering at the Woo Back heavy horse event at Yass last Sunday which was to help raise money for the new catering truck.

Once again we had a very successful Christmas party which incorporated the presentation of long service medals, this event brought together a lot of our older members together with new members where a great evening was had sharing stories over a few beers.

We have a very healthy brigade due largely to the hard work by our committee members and the enthusiasm of our newer members.

Peter Clark
Captain

Training Officer's Report 2014

. Once again we have had busy year training both in formal courses and in our monthly sessions. Although we have had a thankfully quiet fire season, there was still opportunity for new and experienced fire fighters to attend incidents and HR burns.

Training Aims

Our main aim of conducting training to give us better teamwork in a safer fire-fighting environment is unchanged. We are working to ensure more members achieve higher qualifications and that our training activities maintain and improve these qualifications and skills. And it must be both rewarding and enjoyable.

This year we discovered a need to work more intensively on mitigating OH&S issues in the brigade and on emphasising the teamwork aspects of our activities. This focus will continue as a part of our overall training goals.

We have also been training more drivers to ensure the current overall shortage of RFD qualified people is mitigated.



Training Records and Qualification

We have had a number of new members undertake BF courses this year and have had to conduct structured training activities to complete the qualification. It appears such training post course will become the norm for more of our qualifications and this means that the training officers and deputies need a better method for tracking what everyone has done.

To this end we are introducing attendance forms for every training activity including HR and pile burns as well as our general training nights. The records kept will be name, activity exercise times and exercise activities.

We are asking all BF qualified fire fighters to consider undertaking AF and VF or FAA courses over the next twelve months as part of our goal to have a maximum number of members responding to incidents with advanced qualifications to improve the overall effectiveness of our teams.

Training Officer's Report 2014

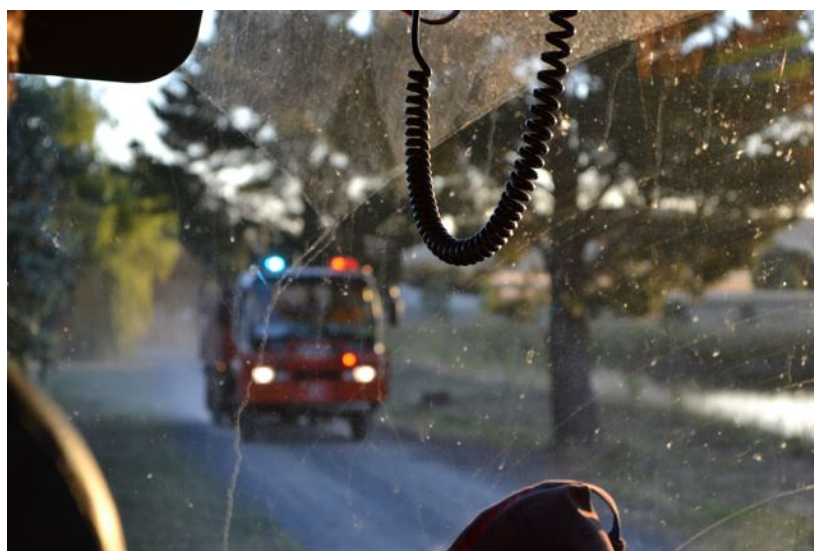


Junior Fire Fighters

This year we have been encouraging the involvement of Junior Members of age 12 and over to join us at training nights. The juniors may join in on any training that does not involve live fire, and senior members have a monitoring brief to ensure safety is maintained.

Ongoing HR Burns

This year we were involved in HR burns at Broadway and Lake George, and numerous pile burns around the district. These are seen as integral to our training efforts as they involve real fire – and the associated radiant heat, noise and rapidity of change – beyond the scope of our lime simulations. We will be undertaking more of these during the next twelve months.



Training Officer's Report 2014

Summary

Our monthly training is still proving useful to the brigade and members, but it is important that we keep adding to our training activities and methodologies. To this end I would encourage all members to think about the kind of lessons and exercises they would like to have and either present or suggest lessons or activities for training.

A big thank you to all the people who have run sessions for us this year and to everyone who came along and participated with energy and enthusiasm. And also special thanks to Sally for the food each training night that has been greatly appreciated by all.

Gareth Ellem

Training Officer

Equipment Officer's Report 2014

The 2013/2014 year saw the brigade continue to improve the overall readiness of vehicles & equipment.

Major items of expenditure were the servicing of Air conditioning for Yass River 2 & 1 as well as the retrofit of A/C to Yass River 7.

The brigade also took the opportunity to upgrade our communications by fitting a second UHF to each unit so as to allow drivers to monitor fire ground comms. As well as retaining the ability to communicate truck to truck on a separate channel.

Digital radio scanners were also purchased & supplied to each Deputy to allow for faster response to reports of fires in the area.

A comms base has been set up in the brigade H.Q. to allow us to keep in communication with our vehicles & fire fighters as circumstances arise.

The Brigade will continue to approach Yass Fire Control with regard to the repair of the front suspension of Yass River 1. The front springs have degraded to the point where the vehicle is not fit for purpose and may present a WHS issue. The committee will continue to endeavour to arrange the necessary repairs before the next fire season.

Dennis Hogan
Equipment Officer