

M&LD ACM Meeting Minutes

Date/Time: Saturday, 14 August at 10:30 am

Venue: Online via Microsoft Teams

Item	Description
1. PRELIMINARY	
	Welcome
	a. YC commenced meeting at 10:30am, welcomed everyone to the meeting, acknowledged those attending online and the apologies
1.1. In attendance	
	a. M&LD Delegates
	Judy Silom (Chelsea Longbeach SLSC), Tahli Langbourne (Elwood LSC), Mark Scotland (Fairhaven SLSC), Peta Overbury (Frankston LSC), Kirsten Cleland (Hampton LSC), Teagan Thom (Inverloch SLSC), Gary Squires (Mordialloc LSC), Sophie Veale (Mornington LSC), Hannah Wolstencroft (Mount Martha LSC), Tate Tregaea-Copeland (Port Campbell SLSC), Gerald Lovell (Portland SLSC), Simela (Sorrento SLSC), Robyn Kaye (Venus Bay SLSC), Natalie Ashdown (Waratah Beach SLSC), Sandra Madeley (Wonthaggi LSC)
	b. Observers
	Alison Wyatt (Black Rock LSC), Sam Dwyer (Hampton LSC, FLN Panel Member), Aaron Green (Jan Juc SLSC), Catherine Paulsen (LSOC Executive), Darren McLeod (Seaford LSC), Katrina Antony (Director, Training and Assessment), Paul James ASM (LSV President), David Rylance (Elwood LSC), Rachael Rylance (Director, Aquatic Sport), Susan Wolff (LSV Independent Director and Returning Officer), Paul Sullivan (Williamstown S&LSC)
	c. M&LD Executive
	Angela Malan (M&LD Director), Yvette Costello (Chair), Liam O'Callaghan (Senior Development Programs Coordinator), Teagan Thom (Junior Development Programs Coordinator), Sandra Madeley (Junior Activities Coordinator), Laura Buckley (Female Leadership Network Coordinator), Robyn Kaye (Council Representative), Nick Abroms (Diversity and Inclusion Coordinator), Rebecca Schott-Guppy (Member Wellbeing Coordinator), Rob O'Brien (Master Development Programs Coordinator)
	d. LSV Staff
	Emma Atkins (General Manager – People), Shelley Snow (Coordinator – Membership and Leadership Development), Claire Picone (Volunteer Support Officer – Membership and Leadership Development), David Potter (Manager – Volunteer Support), Grace Strugnell (Executive Assistant), Greg Seeto (Company Secretary)
	e. Apologies
	Robbie Brain, (South Melbourne LSC), Cath Greaves (LSV CEO), Justine Birchall (Black Rock LSC), Craig Logan (Williamstown S&LSC), Tim de Young (Apollo Bay SLSC)



Item	Description
1.2.	<p>Confirmation of Council Delegates Confirmed quorum by Claire Picone to Yvette Costello</p>
1.3	<p>LSV Code of Conduct YC outlined the code of conduct to attendees</p>
1.4	<p>Confirmation of Previous Minutes of M&LD Annual General Council Meeting The minutes of the M&LD Annual Council Meeting held on 8 August 2020 Confirmed – Sophie Veale (Mornington LSC) Seconded – Judy Silom (Chelsea Longbeach SLSC) Carried.</p>
2.	<p>ELECTION OF MEMBERSHIP AND LEADERSHIP DEVELOPMENT COUNCIL OFFICERS</p>
2.1	<p>Introduction of Returning Officer</p>
2.2	<p>Clarification of Election Process and independent third party election service provider (ElectionBuddy) - Process outlined by Susan Wolff, Returning Officer</p>
2.3	<p>Elections – Nominations received</p>
2.3.1	<p>1 x Director (contested) - Rebecca Schot-Guppy - passed</p>
2.3.2	<p>1 x Council Representative (uncontested) - Robyn Kaye – passed</p>
2.3.3	<p>1 x Senior Development Programs Coordinator (uncontested) - Liam O’Callaghan – passed</p>
2.3.4	<p>1 x Junior Activities Coordinator (contested) - Sandra Madeley – passed</p>
2.3.5	<p>1 x Inclusion and Diversity Coordinator (vacant) - No nomination – casual vacancy for position will be advertised</p>

YC confirmed next steps for those elected.

Those elected will receive a letter of appointment including:

- LSV Values and Code of Conduct
- Declaring conflicts of interest
- Confidentiality deed
- Governance 101 induction
- Council induction
- LSV Governance Scholarship - 27 governance scholarship on offer, these close on 25th August, [see Circular 037.08.21 here](#)



Item	Description
	Susan Wolff and Greg Seeto left meeting
3.0. GENERAL BUSINESS	
3.1 Presentation – Membership and Leadership Development Council Annual Report	
	<ul style="list-style-type: none"> a) AM presented her M&LD Director Report for the year b) Member engagement and development continued to be the primary focus for the Membership and Leadership Development Council and Executive in 2020-21. As with the previous season, season 20-21 continued to throw us some challenges and necessitated the development of different contingencies to continue our programs. The challenges made us rethink the way in which we engage with our members and I'm proud to say that out of this difficult time some excellent innovations were introduced. c) Our M&LD Executive and Council members, People staff and volunteers are to be commended for their ongoing commitment to connecting with members young and old and being prepared to adapt the way in which we engage, develop and connect with the membership. d) After all the challenges faced last season there were 10,500 Nippers participated in Nipper Education programs across the state. Clubs worked really hard to get kids on the beach and change programming to accommodate very similar numbers to the previous season. Our staff and Nipper working group members are to be thanked for the tremendous amount of work that went into developing resources and guidelines to enable clubs to run a Covid safe program. A total of 109 Nipper Covid Safe Coordinators helped ensure protocols were adhere to. e) More than 1,413 volunteer members were involved in 35 member development opportunities, many of these delivered remotely. Face to face programs were able to run including our camps and Champion Junior Lifesaver Development day. f) The member PD series exposed members to a variety of speakers from different backgrounds. The State Conference in 2020 was delivered online and M&LD delivered a number of sessions to ready members for the coming season. g) The Female Leadership Network (FLN) continues to work on developing programs and forums for female members to widen their leadership knowledge, including Ready 2 Lead and Change Makers. h) Due to Covid travel restrictions we have been unable to offer the Building Leaders Scholarship program for the past two years. A program is currently being developed to address that gap in leadership development for aspiring young leaders. i) We thank the many club volunteers who have supported membership and leadership development and promoted these opportunities and made it possible for members of all ages. j) Many thanks to the Membership and Leadership Development Executive, council members, panel members, working group members and program leaders who devote many hours to ensuring LSV is able to offer the best programs we can so all lifesaving members can fulfil their potential. Finally, all this would not be possible without our dedicated staff members Emma, Shelley, Claire, Kate and Sheila, thank you for everything you do. k) The following M&LD Executive members are stepping off as of today; Laura Buckley, Female Leadership Network Coordinator; Nick Abroms, Inclusion and Diversity Coordinator; Rebecca Schot-Guppy stepping up to Director and leaving the Member Wellbeing Coordinator role. Thank you for your dedication and service to M&LD.



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Additionally a special thank you to Yvette Costello who will be stepping down from Chair after 7 years, thank you for your dedicated service to M&LD.

- l) In my final term as Director, I would like to thank everyone who has supported our programs and shared their valuable knowledge with us in working groups or panels to develop resources or delivered programs at camps and on the beaches. I am extremely proud of what we have achieved over the past six years and it's been a pleasure to see members go on to hold leadership positions and grow the lifesaving movement.

3.2 M&LD Vacant Roles

- a) AM referred to vacant roles on the M&LD Executive.
- b) If anyone has interest in the below vacant roles, please get in touch. The expression of interest for these roles will be released via circular.
- c) As these are vacant positions from the ACM, these are appointed by the discretion of the M&LD Executive.
 - Inclusion and Diversity Coordinator
 - Female Leadership Network Coordinator
 - Member Wellbeing Coordinator

3.3 2020-21 Key Highlights and 2021-22 Focus Areas

Each member of the M&LD Executive presented key highlights of their season and future focus areas referring to their M&LDC AGM report

3.4 M&LD Statistics

- a) SS presented M&LD statistics.
- b) Statistics from M&LD have been collated dating back to season 2015-16 covering all areas from e.g. nipper programs, development programs, age managers, external SLSA programs.
- c) There will now be a better baseline for data to inform our strategic initiatives, make comparisons year on year, feed into grant applications, the new strategic plan, and see where to direct our focus for the years ahead.
- d) These stats are available for review in the M&LD Annual Report. There are two key highlights:
 - Due to the online adaptation over the past season to online, it has enabled an extended reach to participants with a significant increase in participants in development programs.
 - Large increase to 57 program leaders who have helped to deliver camps, mentor programs. A big thankyou to these people as we wouldn't be able to deliver the programs without you.



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3.5 2021-22 Program Dates

SS confirmed dates for the upcoming season, with more programs and training dates to come

Date	Program/Event
Aug – Sept 2021	FLN - Ready 2 Lead
1 Sept 2021	FLN – Confidence Masterclass, Michelle Sales – register now
Oct 2021 – April 2022	18 – 25 Mentor Program – applications open
4 Nov 2021	Blue Connections – Discovering Resilience, Martin Heppell
26 – 28 Nov 2021	U18 Leadership Development Camp
20 Jan 2022	Blue Connections – More than a Kick, Tayla Harris
6 Feb 2022	Midsumma Pride March
12 Feb 2022	Champion Junior Lifesaver Development Day
18 – 20 March 2022	U13 Development Camp
3 March 2022	FLN – International Women's Day Breakfast
15 March 2022	Blue Connections – Growth Mindset, Craig Harper
29 April – 1 May 2022	U15 Leadership Development Camp

3.6 LSV Staff Introduction

EA introduced LSV staff who work across the M&LD space.

- Emma Atkins – General Manager – People
- Shelley Snow – Coordinator – Membership and Leadership Development
- Claire Picone – Volunteer Support Officer – Membership and Leadership Development
- Kate McLauchlan – Project Manager – People
- Sheila Langley – Coordinator – Industry Development

3.7 COVID Planning 2021-22

- a) EA provided a COVID planning update
- b) Current situation – currently metro Melbourne in lockdown
- c) Guiding principles from season 2020-21 will stay for the upcoming season:
 - ie. Safety of our people and community, focus on what we can do not what we can't, it will look different (and continue to), we won't have all the answers, and we are all in this together.
- d) Review and updates – resources will be reviewed and updated for the season ahead



Item	Description
	e) Plan for scenarios – what did we learn, seeking feedback from members and how can we share
3.8	Congratulations to the 2020-21 LSV AoE Awardees <ul style="list-style-type: none"> a) YC congratulated the 2020-21 LSV AoE Awardees in the M&LD area b) Westpac Youth Lifesaver of the Year – Andrew May, Portsea SLSC c) Nipper Program Volunteer of the Year – Zoe Murdoch, Hampton LSC d) Mike Martin AM Champion Junior Lifesaver – Remme Mason, Mornington LSC e) Outstanding Achievement of the Year – Lion’s Den Youth Program, Point Leo SLSC f) Membership & Leadership Development Service Awards – James Coutie, Point Lonsdale SLSC; Nicholas Foon, Aspendale LSC & Cape Paterson SLSC; Sam Dwyer, Hampton LSC
3.9	Feedback <p>YC discussed M&LD Executive are seeking feedback via slido.com with code #MLDC2021 to assist with programming for the year ahead.</p> <ul style="list-style-type: none"> 1. COVIDSafe Resources 2. Purpose and value of M&LD 3. Club M&LD Priorities
3.10	Member Support <p>EA presented a reminder of the member support platforms in this challenging time that are available</p> <ul style="list-style-type: none"> a) Employee Assistance Program b) Leader Support c) Trauma and grief specialist support d) Wellbeing resources and training e) Member connection <p>YC closed meeting at 11.29am</p>

Acknowledgement of Country: LSV acknowledges the Traditional Owners of the land on which we are meeting. We pay our respects to their Elders, past and present, and the Aboriginal Elders of other communities who may be here today.

Inclusion Statement

We also begin this meeting mindful of the positive, safe and supportive working environment we seek to build across LSV and lifesaving, and encourage everyone to be part of an open, respectful exchange of ideas and value what is shared.

Abbreviations:

M&LD Executive Members: AM: Angela Malan, YC: Yvette Costello, TT: Teagan Thom, LO: Liam O’Callaghan, RO: Rob O’Brien, SM: Sandra Madeley, LB: Laura Buckley, NA: Nick Abrams, RSG: Rebecca Schot-Guppy, RK: Robyn Kaye

LSV Staff: EA: Emma Atkins, SS: Shelley Snow, CP: Claire Picone

