



PAC News

Email: paqclub@tpg.com.au

Web: www.paclub.com.au

PO Box 159, Mona Vale 1660

DECEMBER 2015

Merry Christmas

To all members have a safe and happy Christmas. The slipway has vacancies over Christmas and New Year for anyone needing to slip before the end of the club year 31 March.

Club Rules

By now you would have received an email from the club advising you that the first draft of the new club rules is available for you to comment on. Feedback on this first draft is requested in writing to be sent to the secretary at paqclub@tpg.com.au and to be received by Friday, 18 December 2015. If you miss this date a further revision is expected to be sent in January. If you have any questions about this document or the process please [Click here to access draft club rules](#) or contact the secretary. An update on this process is also in a further article below.

How as a member do I review these new rules?

Members may look at the review of these new rules as a daunting task. The committee that has put this first draft of the new rules together advises that the process of review by members should take between 2 and 4 hours. This range has been established as nearly half the rules are standard for all co-operatives with no fundamental change from the template rules and some members may be more familiar with the old rules.

It is suggested that members first read through the new rules and look for rules that raise a concern for them in the management of their co-operative, remembering the rules of the co-op are similar for all co-operatives and have been largely laid down by the registrar and the process used to create these rules has been to maintain the template format with minimal changes. Members may read a new rule that they were unaware of and can look back to the old rules to see if it existed or ask the secretary for explanation. There has been no document created old rule v's new rule as the source Act and Law are differently worded documents and the focus has been to adopt the new rules with minimal changes. After this initial review of the rules members may choose to spend more time as they see necessary. With this guide the timetable of three weeks was established and members that miss this date can have their comments addressed in the second review expected in January.

PAC Web site

Last newsletter we mentioned the problems with accessing and updating the PAC website. We have commenced an upgrade process to deliver a more functional site and provide for further functionality to be added to the site in the future. Part of this process has been the virtual relocation of the club's slip and work berth booking system. Some users may find when they click

on this option on the home page menu they are taken to a redirection page. To solve this 'refresh' www.paclub.com.au in your browser before selecting this option and/or if you have the 'booking system' as a favourite save the new site as your favourite and delete your old favourite. Google Chrome is the recommended browser to be using with the booking system.

BY-LAW NO. 6C – NOISE (edited version)

Members should be aware at all times that the Club is located in a residential area.

1. Water blasting of boats is allowed from 8am to 5pm Monday to Friday and 9am to 1pm Saturday, Sunday and Public Holidays
4. Constant power tools noise is limited to 1 hour beyond 1pm, Saturday or on Sunday and public holidays.

This By-law is being brought to member's attention as there have been some recent incidents, brought to our attention by neighbours, where power tools have been used outside of these hours. The Board is also looking to remove the extra hour from power tool from this By-law. If anyone has any comment please advise the Secretary by email.

Members Booklet

Thanks for the great feedback received on distribution of the Members Handbook. Thanks to Casey Van Dyke who drove this project and delivered a great booklet cost neutral to the club. If you have not received your booklet please contact Casey.

Mooring

The club has a new mooring in Bayview. This mooring is located in front of RPA. Any member who wants access to this mooring can apply for one month's access. First in first served. This would be a great mooring for someone who needs access to their vessel and the club whilst doing maintenance. Please contact Noel Phelan if interested.

Special General Meeting

The next general meeting of members is to be held on Friday 19 February 2016 at 1930 hrs. An update on the Marina project and the club Rules will be included in the meeting. Please mark this in your diary and come and enjoy refreshment and a talk with other members after the meeting.

Marina

The board has formed a sub-committee of five; Robert McCotter, John Marshall, Roger Blackwell, Richard Steel and Ian McGregor to drive this project forward. Subsequent to the feedback from the president's email and the previous general meeting there is overwhelming support for this project. The sub-committee is now putting together various marina configurations and high level costings which will be distributed to members requesting feedback before the feasibility stage is commenced. The feasibility stage will involve cost and deliver surveys, application for approvals, certificates and identify risks and budget. The feasibility stage always has a risk that the project may not be approved or meet the approval of various statutory authorities. Post feasibility, if approved, the sub-committee will provide the board with detail marina configurations and DA approvals that would identify costs and allow commencement of this project. At this time all members will decide the future of this project.

Fees 2016-2017

There is no change to the membership fees after the increases in recent years as communicated. Facility fees for the coming year have been set to increase between 2% and 3.3%. Further information will be tabled at the SGM.

The Club's BSB Has Changed Again

The NAB building in Dee Why is being demolished and rebuilt. The club's branch or BSB is being moved for the rebuilding period to the Mona Vale branch in Park Street. The new BSB is 082-294. The club's account number remains unchanged. Some members may have the club's payment details saved in their banking software. Would you please check that you have this new BSB recorded for future payments. This message will be repeated with the annual invoice.

Please Read This, It May Save You From Injury Or Worse

- **High Pressure spray cleaning involves powerful reaction forces, repetitive movement static postures and vibration.**
- **RISK OF INJECTION OR INJURY – Do not direct discharge stream at persons.**



PRE-OPERATIONAL SAFETY CHECKS

1. Check all parts, cords, hoses and electrical compliance for any damage before use. Do NOT use if machine or cord are damaged or require maintenance. Check hoses for splits/damage regularly as constant dragging across concrete surfaces can abrade hoses.
2. Caution: high pressure/noise. Wear appropriate PPE including suitable eye and ear protection and non-slip waterproof footwear. Do not wear loose clothing, gloves, or jewellery. Tie back long hair. Place safety signs in prominent areas.
3. Check immediate work area before each use for hazards. Remove all objects such as rocks, broken glass or rubbish which can be thrown up or become entangled in the machine.

OPERATIONAL SAFETY CHECKS

1. Read all instructions before using high pressure cleaner. Be familiar with the controls. Know how to start and stop the unit and bleed pressure quickly.
2. Clear area of all non-involved personnel. Do NOT operate if children or others are nearby.
3. Do not turn power on until water is flowing to machine. Maintain water pressure. If the machine doesn't operate correctly turn off immediately and seek help.
4. Pick up the cleaning lance and ensure it is pointing away from people or equipment. Ensure firm footing and hold the handgrip and spray lance firmly in both hands whilst in operation. Use of spray lance requires repetitive hand movements and grip in combination with reaction force.
5. When cleaning, do not direct the nozzle at people, animals, electrical components, wiring, lights, window seals etc. as pressure can damage paint work and softer items (e.g. skin, feet, tyres, window seals).
6. Stay alert and exercise control. Hold the lance strongly- high pressure cleaner jets produce a powerful reaction force. Adjust the jet to suit the type of cleaning being undertaken to control reaction force.
7. Do not operate machine when you are tired. Do not rush. Take short breaks to relax tensed muscle groups, share the task or complete it in stages to prevent strain, sprain, muscle overuse and to minimise the effects of vibration and fatigue.
8. Alternate cleaning between high and low areas to reduce back flexion and neck strain from working above shoulder level when cleaning high areas.
9. Swap grip and stance from left to right regularly to reduce muscle overuse and uneven force across the body.
10. Never leave machine running while not in use or unattended. Turn the power off.

HOUSEKEEPING

- When finished press the trigger to release any remaining pressure in the system.
- Turn off the power and water supply and disconnect the hose. Roll up and store the hoses correctly. Roll up and store the electrical cable correctly.
- Return the pressure cleaner to the storage unit together with safety equipment and secure the door.

Update on draft of new club rules

Since this draft has been distributed and at the time of this Newsletter over 100 downloads of the Club Rules has occurred. It is important that members read through these new rules and where they feel a rule needs review or has a concern to write to the Secretary. It is also important that members understand the process that has been used to create these new rules. A template was supplied by the Registrar of Co-operatives based on the new Co-operative National Law (CNL). With this template was a set of colour coded instructions where you insert, delete or choose from multiple options. Where an insert was required it was usually self-explanatory (like Name of co-op) or has been taken from the old rules (eg primary activity of co-op) and cut and pasted; a deletion is usually the extra notes the Registrar has supplied though the document which can be removed from the draft document; and where you need to choose usually two sets of wording have been supplied in the template and the one relevant to our co-op has been selected.

There has been no exercise to take every old rule and transfer it to the new rules. This is not possible because the Co-operative Act 1992 and the CNL 2014 are two completely different documents. The aim and focus, as communicated to members when this process started, has been to have minimal changes to the CNL rules template and only change where it was to transfer the culture of the PAC. Examples of culture changes are election of executive management and Audit (refer below).

The major changes between the old Act and the CNL are:

- The CNL is written in a contemporary or modern style minimalizing the wording required in the new rules
- Disputes previously could only be between members. Under the CNL disputes can now also be between members and directors or the co-op. This culture has not been transferred as it is recognised in today's environment open management and accountability are important. The result of this change is your directors now are exposed to more risk
- The new CNL allows for a non-member to now be a director, if the members decided
- The new CNL allows for a CEO to be appointed, again if the members decided
- The new CNL allows for executive management to be appointed by the board not the members. This has been changed to reflect the current culture where the members elect the executive management (president, secretary, treasurer)
- As a small co-op an audit is not required under the CNL. This has been changed in this first draft of the rules to reflect the current culture which requires an audit. Members could elect to change this in this draft or in future years at any time can elect not to have an audit and select a review instead

The main differences between the new draft rules circulated to the template rules are:

- The clubs current process in becoming a member and completing an application form to go onto a waiting list was not in the template rules and has been added
- The ability to have life members has been transferred to new draft rules

Differences between the old rules and the new draft rules

- Definitions are in the CNL and have not been copied. This was not the situation in the old rules where they were copied from the Act and replicated into the old rules

- Similarly sections of the old Act could be found in the old club rules. The CNL template rules, reference sections of the CNL relevant to each rule removing the requirement to copy the CNL words again into the new rules.
- Fines use to be a fixed amount in the old rules and required a rule change as this amount changed in the Regulations. Now fines just reference to the Regulations not requiring a rule change each time the Registrar amends these amounts.
- Standing orders at general meetings are not in the new CNL or Rules. The clubs existing standing orders will be transferred to the clubs by-laws.
- Suspension of facility, in the old rules, is not in the CNL or template rules and will be transferred to the clubs by-laws

These above lists are not meant to be a complete list but a guide to the major differences and approaches that have been taken in the process of creating this first draft of the new rules.

A member may ask has any rule changed? The answer is that all the rules have changed because this is a new set of rules under the CNL, but the principals, controlled by the rules - membership, general meetings, board of directors, accounting and finance, winding-up, etc., remain the same in the old and new rules, for us and all other co-operatives.

Above all do enjoy safe Christmas holiday boating. We'll see you on the water.