



SWIMMING CANTERBURY WEST COAST INC.

MINUTES OF THE BOARD MEETING

Meeting opened at 7pm on 9th April 2019 at Wharenui Pool Meeting Room

1. **Present:** Wayne Rollinson, Chris Ponga, Monique Van Vugt, Scott Wagenvoord, Simon Moore, Kim Berquist
2. **In Attendance:** Debbie Rahurahu, Rhys Pryde-Wall
3. **Apologies:** Nil
4. **Minutes of the previous meeting read and accepted**
Moved: Chris Seconded: Scott Carried
5. **Matters arising:** Nil
6. **Declarations of interest:** Nil
7. **Correspondence in / out:**

SNZ

Cameron Leslie - Intellectual impairment definition

David Gerrard/ Steve Johns- Application for dispensation

Andy Kent - Junior Festival 2020

***Steve Johns - RE: Swimming school in Ballarat prosecuted

SNZ Events - Swimming New Zealand - Aon National Age Group's - Amended schedule & Tickets

Andy Kent - Swimming New Zealand - Changes to the Structure of SNZ Regulations

Anthony Bowler - Aon National Age Group Championships - Ticket update

Makos

Lorraine McMath – RE: SCWC Calendar

Regions

Sport Canterbury

Megan Jones- 2019 Canterbury Sports Awards Tickets

Megan Jones - IMPORTANT INFORMATION ORIX New Zealand 2019 Canterbury Sports Awards

Linda Kenny - Workshop: Growing Great Volunteer Teams

Clubs

Waitaha- Permission for Chloe Newbigging to attend the Otago Anniversary Meet

Aquagym- Permission for Clare Burgess and Emma Dick to attend the Otago Anniversary Meet

Aquagym- Permission for Hannah Bates and Louis Clark to attend the Sydney Open Meet in May

Greymouth - Consideration to hold SI Country and Town meet in 2020



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10. Financial records

ACCOUNTS PAID:

DATE	DETAILS	AMOUNT
04/03/19	Term Investment	-
	number 0013 (Interbank Tfr)	40,000.00
04/03/19	Boots n All Engravers (Trophy Engraving)	-50.40
08/03/19	BBIT Solutions Email serv	-16.22
08/03/19	One Foundation Part refund	-43.47
	ONE grant 29164562	
08/03/19	SNZ Affiliation Swimmer	-165.00
14/03/19	Multiple Payees Funding SCWC Champs 29214065	-2,469.70
19/03/19	NZ Post (Trailer Registration)	-32.10
19/03/19	S & K Veix SCWC Ch Offic Fundng 29312458 (B/state	-158.06
19/03/19	HTS Group 10xTouchpads	-
		35,512.58
25/03/19	Boots n All Engravers	-35.60
26/03/19	Term Investment Deposit	-
		16,000.00
27/03/19	Online Bonus Saver	-
		60,000.00
29/03/19	The Warehouse Stationary (Printer Ink, Toner. Paper)	-178.95
29/03/19	BOL Monthly Charges	-3.42

OVERDUE ACCOUNTS:

Customer Name	Total	Current	UNPAID AMOUNTS		
			30 Days	60 Days	90 Days
Selwyn Swimming Club	6.50			6.50	
Waitaha Swim Club	110.00	50.00			60.00
Westport Swim Club	354.00		15.00	169.50	169.50

Accounts

Moved: Scott

Seconded: Chris

Carried



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11. Funding Report

Provider	Purpose	Amount
Mainland Foundation	Canterbury Squads end of year trips	\$20,000.00
NZCT	Administrator's Salary	\$30,000.00
NZRB	Pool Hire for Regional Meets (\$14021.96)	\$7500.00
Pub Charity	Balance of Pool Hire (\$5890.85)	\$3000.00
Four Winds	Ribbons for 2018 Season (\$2675.00)	\$1000.00
First Sovereign Trust	Administrator Laptop	\$1200.00
Lions Foundation	Medals for 2018/2019 season	\$3000.00
Southern Trust	Bal. of Medals for 2018/19 & Sth Islands (\$5462.00)	\$4500.00
Youthtown	Pool Hire for South Islands	\$3866.00
Mainland Foundation	Funding for SCWC Squads 2018/19	\$20,000.00
One Foundation	Pool Hire for Regional Meets to Feb 2019	\$12,941.65
NZCT	Administrator's Salary	\$28,500.00
NZRB	10 x Timing Pads	\$8000.00
Pub Charity	Medals for the 2019/2020 season	\$5228.00

Declined Applications

Provider	Purpose	Amount
TTCF	Pool Hire for Regional Meets	\$15,059.94
Youthtown	Keepsake & perpetual trophy	\$605.55
Selwyn Community Fund	Pool Hire SCWC Relay Championships	\$1276.00
CERT	Officials Accommodation NAGs/Opens	\$4348.71

Pending Application

Provider	Purpose	Amount
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12. Contractual Obligations

SwimT3



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13. Membership

Registered Swimmers- Previous Seasons

Date	Competitive Swimmers	Club Swimmers
30/6/2018	643	191
30/6/2017	681	476
30/6/2016	684	179
30/6/2015	689	
30/6/2014	605	
30/6/2013	648	
30/6/2012	762	
30/6/2011	866	
30/6/2010	929	
30/6/2009	696	
30/6/2008	612	

Note: Previous season totals for Club swimmers included all non-registered entrants for Canterbury Secondary Schools, who were loaded as Club swimmers. This was not necessary this year, hence the drop in numbers

Current Membership Numbers (as at 1st April 2019)

Club Name	Membership Type Description	Count
Aquagym Swimming Club	Club Swimmer	22
Aquagym Swimming Club	Competitive Swimmer	57
Ashburton Swim Team	Competitive Swimmer	28
Christchurch Amateur Swimming Club	Club Swimmer	21
Geraldine Swimming Club	Club Swimmer	11
Geraldine Swimming Club	Competitive Swimmer	17
Greymouth Amateur Swimming Club	Competitive Swimmer	44
Hokitika Amateur Swim Club	Club Swimmer	8
Hokitika Amateur Swim Club	Competitive Swimmer	36
Jasi Swim Club	Club Swimmer	29
Jasi Swim Club	Competitive Swimmer	81
Mackenzie Swimming Club	Club Swimmer	31
Mackenzie Swimming Club	Competitive Swimmer	14
North Canterbury Swim Club Inc	Club Swimmer	14
North Canterbury Swim Club Inc	Competitive Swimmer	66
QEII Swim Club	Club Swimmer	18
QEII Swim Club	Competitive Swimmer	21
Selwyn Swim Club	Club Swimmer	29
Selwyn Swim Club	Competitive Swimmer	35



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Swim Timaru	Club Swimmer	14
Swim Timaru	Competitive Swimmer	57
Temuka Swimming Club	Club Swimmer	4
Temuka Swimming Club	Competitive Swimmer	22
Vikings Swim Club Inc	Club Swimmer	13
Vikings Swim Club Inc	Competitive Swimmer	49
Waimate Amateur Swimming Club	Club Swimmer	1
Waimate Amateur Swimming Club	Competitive Swimmer	6
Waitaha Swim Club	Club Swimmer	14
Waitaha Swim Club	Competitive Swimmer	48
Westport Swim Team	Club Swimmer	15
Westport Swim Team	Competitive Swimmer	12
Wharenui Swim Club	Club Swimmer	35
Wharenui Swim Club	Competitive Swimmer	67

14. Health & Safety

- a. Any incidents to report
- b. Risk items to be actioned
 - I. Risk: pool swimming lesson diving accident in Australia
Have approached SNZ to confirm their policy and Swimming Australia policy on pool diving depths after courts ruled 1.2m was too shallow. Waiting for response
 - II. Risk: club health and safety
Health and safety group has been set up to produce the health safety and wellbeing guidelines for SCWC region. The aim is to create an online resource to support our region's clubs and event organisers. The group includes six people from around the region with a good cross section of interest in swimming. Currently the group is working on a draft policy.
 - III. Risk: Are we doing enough in terms of police vetting in our Region?

15. Technical Committee

No report to submit

13. Events Committee

No report to submit



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1. Follow up Items from Previous Meetings	
Swimming only Calypso scoreboard was used at last weekend's CSS with great success- Debbie to advise CCC that payment can be made to HTS	Debbie
Ongoing Policy development- Declaration of interests, annual budgets, risk management Chris has developed a Financial Management Policy as part of the ongoing review of the Health and Safety Plan This is now ready to be signed off. Chris and Debbie to design new user-friendly website layout for all SCWC Policies and Health and Safety information	Chris/Debbie
SNM Junior "Makos" again attended the Wellington All Stars Zonal Festival- fielding a team of approx. 60 swimmers (which would have made up 30% of the total entry in Southland had all swimmers attended the meet in Invercargill). SCWC does not support this and believes they should not continue to be allowed to swim at a Festival outside of their Zone, Otago also hold this view but we have had no response from Southland to date. A precedent is being set, and the Zones become meaningless if regions can choose to attend whatever Zonal meet suits best. A letter has been forwarded to Makos, SNZ, and other regions outlining SCWC's position. SNM need to choose which Zone they are supporting with their entries and stick with it. SNM have indicated that their region is split over this and have gone back to SNZ requesting that all Zone QTs for Junior Festival be aligned.	Wayne
Review of the fixed asset schedule and insurance required. Debbie to check if the new scoreboard (at Jellie Park) be on the Council's balance sheet or ours as this will determine who should be responsible for its insurance. New pads need to be insured for replacement and the old pads should be covered for indemnity only.	Debbie
2019 SCWC Annual Awards- speaker, trophies etc awards and criteria need to be discussed. Scott will look into sourcing a speaker for the event. Consensus was that the band was not worth the cost. The venue was perfect but the event should be held on a Saturday night this year so that swimmers and coaches do not have training the next morning- Debbie to check if Silks is available on the 19 th October 2019. The SCWC Awards Committee is to be asked to start working on the awards and criteria. Monique is available to assist on the SCWC Awards committee and will offer additional representation for Eastern districts: Motion: That Monique Van Vugt be co-opted on to the SCWC Awards Committee effective immediately Moved: Kim Seconded: Simon	Scott, Debbie & SCWC Awards Committee
2 new Tait radios required- quote from Tait's for matching units came in at \$2035.85- Monique can supply much cheaper versions, she will drop two off at Wharenuai for us to try out. If the Board decides to go with these, the existing units will likely not be compatible and will need to be replaced	Simon/Monique
2019 Strategic Plan Review- We need to start the process of reflection; have we made progress towards our goals and what are our plans going forward. Our annual numbers need to be pulled together to gauge our growth (or lack of and this will be relevant to setting the parameters of the RSLA	Scott



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<p>agreement with CCC for all pools, with the likelihood that SCWC will be managing lane hire at MSF with all Clubs in the future. The CCC plan includes their withdrawal from the Wharenui Pool site and the council have made clear their intention that no single Club would be based at Metro.</p> <p>With Linwood and Hornby pools coming into play, SCWC need to gain an understanding of the level of water space we need to target at these new facilities to see our sport thrive.</p> <p>Debbie to ask SNZ to provide data for the 3 other large regions swimmer demographics for the past three years to look at trends in swimmer numbers across the age group. We need to look at how we retain our older swimmers and build our numbers in younger age groups.</p>	
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14. General Business	
SCWC Charitable Trust still on Companies Register- needs to be removed? This needs to be wound up and removed from the register.	Chris
Work on the issues with the SNZ constitution is ongoing. A letter has been tabled requesting SNZ submit a legal explanation as to why SCWC were entitled to vote at the 2018 AGM. The Working Group are still working through this and some minor changes which will need to be made to the SNZ Constitution were put to the SNZ Board for approval today. Once these are approved then either the Regional or National constitutions will need to be altered to align them.	
Junior Festival Tech Suit Policy was not enforced- Regions need to band together to push for a national policy banning Tech Suits for 12 & under swimmers. The confusion arose because JF is a SNZ meet hosted by the Zones and SNZ have no policy in place. ASA require their Technical Officials to treat theirs as any other "rule of the meet"- this is the approach SCWC will also take	

The meeting closed at 9:38pm

**The next meeting will be held at the Wharenui Sports Centre
Meeting Room on the 27th May 2019**