



SWIMMING CANTERBURY WEST COAST INC.

MINUTES OF THE BOARD MEETING

Jasi- Permission for Alexandra Princeton to swim at the Swimming Nelson Country and Town Waitaha- Notice- re Aquagym Challenge Meet 2022 and the new Covid alert level
Geraldine- Thank you!
Jasi- Bede Giera refund of affiliation fees

Marketing

Marketing- Follow-up on Internship meeting
Sarah Palmer CCC- Children's Day
Marketing- Development Champs Wrap Up

Other

Jon Derry- SSC Sport Partner Update - C-19 Vaccination
Business.govt- Traffic light guidance | Transition support payment
Norman Smart- RE: Quantum and Jellie Park Scoreboard
Colin Robson- RE: Quantum and Jellie Park Scoreboard
Business.govt- Vaccination assessment tool | Get set for summer | Checking My Vaccine Passes
Aotearoa Gaming Trust- Grant Approved
Rātā Foundation Post-Grant Survey We'd love to hear from you
Team Bookkeeping- Merry Christmas & Prosperous New Year
Tony Grant- Insurance Renewal - Material Damage & Trailer Insurance Policies
NZSCTA- Provisional course dates 2022
Martin McGregor CCC- Pricing
Martin McGregor CCC- Moving on
Business.govt- Testing and returning to work during Omicron

Correspondence

Moved: Kim Seconded: Rhys Carried

8. Transfers

Mr J S Clements from Jasi Swim Club to Aquagym Swimming Club
Miss A C Smale from Tasman Swim Club to Jasi Swim Club
Mr M L Treacy from Wharenui Swim Club to QEII Swim Club
Mr D J Booyens from Jasi Swim Club to Selwyn Swim Club
Mr C Porter from Vikings Swim Club Inc to QEII Swim Club
Ms R Kim from Selwyn Swim Club to Wharenui Swim Club

Moved: Kim Seconded: Holly Carried

9. Records

Nil



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10. Financials

ACCOUNTS TRANSACTIONS:

Financials as emailed to the SCWC Board

OVERDUE ACCOUNTS:

Aged Receivables Summary

Swimming Canterbury West Coast Inc

As at 27 January 2022

Contact	Current	< 1 Month	1 Month	2 Months	3 Months	Older	Total
AquaGym Swimming Club	0.00	0.00	1,063.00	0.00	0.00	0.00	1,063.00
Geraldine Swimming Club.	0.00	0.00	177.94	0.00	0.00	0.00	177.94
JELLIE PARK AQUALAND	0.00	0.00	0.00	0.00	0.00	(1.00)	(1.00)
North Canterbury Swim Club	0.00	0.00	602.94	0.00	0.00	0.00	602.94
Senior Carnival	0.00	0.00	0.00	0.00	90.00	0.00	90.00
Swim Timaru Inc	50.00	0.00	0.00	0.00	0.00	0.00	50.00
Waitaha Swim Club	0.00	0.00	177.94	0.00	0.00	0.00	177.94
Total	0.00	0.00	0.00	0.00	0.00	0.00	0.00

There are still amounts outstanding from Senior Carnival- Quinton to chase these up again

Accounts

Moved: Steve

Seconded: Holly

Carried

11. Funding Report

Approved Applications

Provider		Purpose	Amount
Pub Charity	03/2019	Medals for the 2019/2020 season	\$5228.00
Mainland Foundation	11/2019	Accommodation for SCWC Champs & NZJF	\$15,000.00
Pub Charity	11/2019	Pool Hire for Regional Championships to Feb 2020	\$13,503.48
NZCT	09/2020	Administrator's Salary	\$30,000.00
CRF	09/2020	Funding for Regional Meet expenses	\$4,404.62
CCC Communities Fund	09/2020	Bridging the Gap part salary funding (3 years)	\$14,000.00
Southern Trust	10/2020	Electronic Equipment (Harnesses & Buttons)	\$5000.00
Pub Charity	11/2020	Pool Hire SCWC Champs and Development Champs	\$10,000.00
Mainland Foundation	12/2020	Accommodation for Nationals 2021	\$15,000.00
Rata Foundation	12/2020	Bridging the Gap part salary	\$20,000.00
Lion Foundation	03/2021	Pool Hire SCWC Juniors, Relay & SC Champs	\$4000.00
CCC Communities Fund	09/2021	Marketing Asst Salary	\$14,000.00
NZCT	10/2022	Operation's Manager Salary	\$30,000.00

Declined Applications



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Provider		Purpose	Amount
Youthtown	09/2018	Keepsake & perpetual trophy	\$605.55
Selwyn Community Fund	01/2019	Pool Hire SCWC Relay Championships	\$1276.00
CERT	03/2019	Officials Accommodation NAGs/Opens	\$4348.71
One Foundation	09/2019	Pool Hire for Regional Meets to Feb 2020	\$14,795.64
NZCT	04/2020	Administrators Salary (Covid19 declination)	\$39,140.00
One Foundation	05/2020	Medals for the 2020/2021 season	\$7020.00
Pub Charity	10/2021	Medals for the 2021/2022 season	\$6733.00
TAB NZ	11/2021	Pool Hire for Regional Meets to Jan 2022	\$12,549.39
Southern Trust	12/2021	Pool Hire for SCWC Development & Juniors	\$3089.00

Pending Application

Provider	Purpose	Amount
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12. Contractual Obligations/Trusts

a) SwimT3

This entity was put into voluntary liquidation following an amalgamation with The Swim Shop. The new company is named Alphawai but stores will retain the SwimT3 name for now. Chris is still keen to continue the relationship with SCWC and will be carrying over our credit balance. He will join the Board via Zoom in the New Year to discuss the arrangement going forward.

b) Halswell Swim Club and Templeton Swim Club funds held on behalf

c) Doreen Brown Trust

13. Membership

Registered Swimmers- Previous Seasons

Date	Competitive Swimmers	Club Swimmers	Total
30/6/2021	551	257	808
30/6/2020	573	209	782
30/6/2019	624	212	836
30/6/2018	643	191	834
30/6/2017	681	476	1157
30/6/2016	684	179	863
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: 2017 totals for Club swimmers included all non-registered entrants for Canterbury Secondary Schools, who were loaded as Club swimmers. This was not necessary from 2018, hence the drop in numbers



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Current Membership Numbers (as at 31 January 2022)

Aquagym Swimming Club	Club Swimmer	55
Aquagym Swimming Club	Competitive Swimmer	31
Ashburton Swim Team	Competitive Swimmer	27
Dragon Swimming Club	Club Swimmer	6
Dragon Swimming Club	Competitive Swimmer	13
Geraldine Swimming Club	Club Swimmer	13
Geraldine Swimming Club	Competitive Swimmer	3
Greymouth Amateur Swimming Club	Club Swimmer	1
Greymouth Amateur Swimming Club	Competitive Swimmer	28
Hokitika Amateur Swim Club	Club Swimmer	9
Hokitika Amateur Swim Club	Competitive Swimmer	15
Jasi Swim Club	Club Swimmer	32
Jasi Swim Club	Competitive Swimmer	84
Mackenzie Swimming Club	Club Swimmer	14
Mackenzie Swimming Club	Competitive Swimmer	12
North Canterbury Swim Club Inc	Club Swimmer	23
North Canterbury Swim Club Inc	Competitive Swimmer	36
QEII Swim Club	Club Swimmer	25
QEII Swim Club	Competitive Swimmer	20
Selwyn Swim Club	Club Swimmer	30
Selwyn Swim Club	Competitive Swimmer	26
Swim Timaru	Club Swimmer	20
Swim Timaru	Competitive Swimmer	41
Temuka Swimming Club	Club Swimmer	20
Temuka Swimming Club	Competitive Swimmer	14
Vikings Swim Club Inc	Club Swimmer	16
Vikings Swim Club Inc	Competitive Swimmer	42
Waitaha Swim Club	Club Swimmer	44
Waitaha Swim Club	Competitive Swimmer	45
Westport Swim Team	Competitive Swimmer	10
Wharenui Swim Club	Club Swimmer	35
Wharenui Swim Club	Competitive Swimmer	62



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14. Health & Safety

a. Any incidents to report

Nil

b. Risk items to be actioned

- I. Risk: Health and safety- An RCD failed when in use with the mobile scoreboard. This has now been replaced and the scoreboard unit has been tested.
- II. Wires and trip hazards were still an issue on pool deck- Simon has trialled hot water insulation piping and this works well, so will get more to complete the job
- III. Tag testing has been undertaken and completed- tags will be added to equipment by Nico at the next possible opportunity
- IV. There have been some issues with the Bluetooth for the scoreboard at Jellie Park and some concerns raised about some of the connections in the back of the Quantum unit- Debbie to get a quote from HTS for coming down to look into it.

c. Disciplinary

SCWC has formally adopted the SNZ Member Protection Manual, and has a robust process in place for dealing with disciplinary matters

d. Policies to be reviewed

- Advisory Committee (July 2018)- to be reviewed at the next meeting
- Canterbury Squad Swimmer Contract (July 2018)- pending new squads structure being finalised*
- Squads Travel (July 2018) *
- Laws and Compliance (May 2022)
- Health Safety and Wellbeing (Aug 2022)- Our new Health and Safety one stop shop page is live on the website
- Technical Suit (Sep 2022)
- Board Charter (July 2022)
- Financial Management (April 2023)
- Team Manager Guidelines- SNZ have a policy for this, but it only refers to rules regarding managing poolside at National meets

15. Committees- Advisory

Technical Committee

No report to table- no meeting held. The next meeting is scheduled to be held via Zoom in the next couple of weeks.

Events Committee

No report to table

There is a hole in the floor of the trailer where a wheel from the timing pad trailer has punched through, which Terry is going to organise to get fixed, Doug is fixing a loose wire in the gun for the mobile starter.

Debbie is waiting for Colin to call re setting up the new laptops for Quantum this week, and the spare Quantum starter is still with HTS- Debbie to chase up.

Awards Committee

No report to table



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Metro Sports Facility Committee

No report to table

16. Marketing

The Good Sports online course is available and the SCWC Board will complete and review this. Quinton proposed that to raise awareness, the region should be adding the logo to meet programmes, pages, and even displaying placards at meets.

The scheduled Good Sports Wellington Hui has been cancelled and been replaced with an online hui in February. A presentation has been prepared with Dale, Lewis, and Amber from Swimming NZ.

The videos have come through from Sport NZ regarding the Good Sports online course, and this will be made available to our members via the website

Rata Foundation Funding- The feedback survey has been completed. A report prepared by a past swimmer has brought to light that only 3.6% of our members identify as Maori. Quinton has suggested working on incorporating more Te Reo into the region’s communications with members, especially via social media, this is in line with the ethos of the Rata Foundation.

Events- Quinton is keen to see an SCWC Swim Series and also proposed that we host a Children’s Day as had been planned on conjunction with the CCC- this will however likely be best to wait until the Situation with the Covid outbreak is more under control

Seniors- The Senior Christmas party was a huge success, a great night with many seniors in attendance, A meeting with William Campbell took place regarding the Senior Social Calendar. The next social event being organised is a trip to the Kaiapoi Water Park, and the next Senior Carnival is scheduled for the 30th April 2022

Seminars- Quinton proposed that some of our seniors could run online seminars, with the first of these beign aimed at swimmers looking at options for continuing in the sport after high school. The proposal would see 3 seminars:

- Swimming and University (Quinton)
- Swimming and a career (William)
- Swimming in the USA (Natasha or Matt H)

A seminar on nutrition and time management would also be very useful.

Livestreaming options A report was received back regarding quality issues. If we want to improve this feature we will need to make an investment in electronic equipment and potentially a change in platform. The live feed is particularly relevant with “No Spectator Policy” going forward. Vimeo is one option but Quinton will look into some more options and pricing

SCWC Awards- Kim has posted the photos for the SCWC Awards which are fantastic and have been promoted on our social media platforms

SCWC Connect- Quinton will discuss this at the next meeting

Follow up Items from Previous Meetings	
SCWC Squads- work is well under way for this- a follow up meeting is due to be held shortly	Rhys/Quinton
There is a possibility that SCWC may be able to get use of the water-ski lake (Lake Crichton) for an event, perhaps and open water swim. This may be some thing SCWC could look into for next summer? There would need to be extensive planning around Health and Safety	Kim



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General Business	
<p>Refunds of affiliation fees- Savry- It was determined that partial refunds of the regional portion of the affiliation fee would be issued for three of the four swimmers Giera- It was determined that no refund was due in this case Slocombe- It was determined that no refund was due in this case</p>	Board
<p>Meets- Invitationals will be run in place of all scheduled meets under the red traffic light settings Junior Festival has been postponed to a yet to be advised date, a replacement meet being run by Otago SI LC Champs still going ahead at this stage with strong interest from the South Island regions</p>	Debbie and Events
<p>Sarah has taken over from Martin McGregor as interim Manager of Facilities and Events for CCC- a meeting with her and David Bailey is to be scheduled in the next week or so to discuss charges for CCC venues which will implemented from July 2022</p>	Simon/Debbie
<p>Christchurch Amateur Swim Club- The club's pool space at Christs College has been cancelled due to the school's no outsiders policy at red. Debbie has contacted CCC who have offered pool space at Jellie Park for the club to use and has passed this on to the club president for their consideration</p>	
<p>Canterbury Sports Development Academy- Ged Robinson The Board felt this was a good proposal, Debbie will get back into contact with Ged to further enwuiries around how swimmers might be identified</p>	Debbie

The meeting closed at 8:38pm

The next meeting of the SCWC Board is to be held on 21st March 2022