



# SWIMMING CANTERBURY WEST COAST INC.

## MINUTES OF THE BOARD MEETING

**Meeting opened at 6 The Mews, Lincoln at 12pm on the 29th March 2015**

**1. Present:** Wayne Rollinson, Janice Rennell, Graham Scammell, Monique van Vugt, Michael Toomey, Ashley Cassin, Brigitte Mahan

Wayne (Chairperson) welcomed those present

**2. In Attendance:** Amanda MacLeod (Administrator)

**3. Apologies:** Nil

Moved

Seconded

**4. Minutes of the previous meeting read and accepted**

Moved: Monique

Seconded: Graham Carried

**5. Matters arising:** Nil

**6. Correspondence in:**

### **SNZ**

CRC (Chair / Regional Chairs) Meeting - 24.02.15

2015 Commonwealth Youth Games

Australian Age Group Championships - SELECTION PANEL RECOMMENDATION

Team Announcement 2015 Australian Age Group Championships

Upcoming courses Canterbury - April 2015

### **Clubs**

Neptune Queens Birthday Meet Flyer

Mr Ormsby – camp recognition payment thank you

Permission to swim at the Buller West Coast Champs – Jasi, Selwyn

Permission to swim at the Otago Anniversary Meet – Aquagym, QEII, Jasi, Wharenui, Ashburton, Swim Timaru, North Canterbury,

Permission for Hunter Ferguson-Wilson to swim at the Auckland Meet 19<sup>th</sup> April

### **Regions**

Collegiate Age Group Meet - 18th April 2015

Nelson Marlborough – Thank You (Touch pads)

### **Sport Canterbury**

South Canterbury Sports Awards 2015 Email 1/3



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### Others

Invitation to visit Nestlé Choose Wellness Roadshow in Westfield Riccarton  
lap counter - new item

Re: 2015 Secondary Swimming Championships

Eastern Recreation and Sport Centre update

### 7. Correspondence out

Moved: Graham

Seconded: Michael

Carried

### 8. Transfers

Jo Routhan from Ashburton to Aquagym

Zac Baker from Wharenuui to Waitaha

Moved: Michael

Seconded: Ashley

Carried

### 9. Record

#### Men 9 & Under 50 Back

40.18	Declan P. Dempster at 47th Wharenuui Junior Olympics	26/03/2010	QESCB
39.61**	Daniel Z. Bridgman at SCWC Junior Championships	31/01/2015	WHACB -CB

#### Men 9 & Under 100 Back

1:26.19	Callum R. Haughin at AquaGym Southern Invitational Meet 2010	22/05/2010	QESCB
1:25.75**	Daniel Z. Bridgman at SCWC Junior Championships	31/01/2015	WHACB -CB

#### Men 11-11 50 Fly

33.13	Satori J. Dobbie at AquaGym Southern Invitational Meet 2011	1/07/2011	QESCB
33.13**	Taiko H. Torepe-Ormsby at SCWC Junior Championships	31/01/2015	WHACB -CB

Moved: Graham

Seconded: Janice

Carried



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### 10. Financial records

#### **ACCOUNTS PAID:**

4-Feb-15	Storage Station Ltd Storage	150.00
11-Feb-15	Junior Champs Printing	10.50
11-Feb-15	Canterbury Sports Sub	55.00
11-Feb-15	Feb Office Expenses	65.00
11-Feb-15	Board Meeting Lunch	73.70
11-Feb-15	Ph/Internet Payment	110.72
11-Feb-15	Zonal Mgmt. Accomod	1,230.00
11-Feb-15	Junior Champs Medals	3,303.37
11-Feb-15	Senior Champs Medals	2,026.87
11-Feb-15	Pete Burgon Squad Exp	366.66
11-Feb-15	Awards Trophy JC Payment	89.80
11-Feb-15	XCM Group Zonal Tops	1,043.50
11-Feb-15	Zonal Accomo Payment	2,265.00
18-Feb-15	Awards trophy plaque	15.40
18-Feb-15	QEII Swim Club engraving	55.00
18-Feb-15	Church Street Copy & JC	247.20
18-Feb-15	Quality Presentation Sprint	262.78
18-Feb-15	PAYE Payment 14023789	506.04
18-Feb-15	SNZ NZ Juniors Payment	2,607.50
18-Feb-15	Storage Station Ltd Storage	150.00
19-Feb-15	House of Travel	29.85
19-Feb-15	JetStar	81.00
19-Feb-15	JetStar	101.00
19-Feb-15	JetStar	243.00
20-Feb-15	Warehouse Stationary	179.59
20-Feb-15	WESTPAC Business Crd	1,309.60
20-Feb-15	House of Travel	9.95
20-Feb-15	House of Travel	162.95
20-Feb-15	House of Travel	9.95
26-Feb-15	Open Final Prize money	5.00
26-Feb-15	Open Final Prize money	7.00
26-Feb-15	Open Final Prize money	17.00
26-Feb-15	Open Final Prize money	24.00
26-Feb-15	Open Final Prize money	29.00
26-Feb-15	Open Final Prize money	63.00
26-Feb-15	Open Final Prize money	93.00
26-Feb-15	Open Final Prize money	187.00
26-Feb-15	Cameron James Cant Record	190.00
26-Feb-15	Wharenui Amateur Swi Cant	220.00
26-Feb-15	Distance Time Trial	435.00
26-Feb-15	CBay Aquatic Centre Pool	3,187.50
27-Feb-15	Timaru Engravers (Cant	35.00
3-Mar-15	Rugby Southland Bronze	500.00
4-Mar-15	Storage Station Ltd Storage	150.00
10-Mar-15	Heartland Digital Pri Banners	948.75

25,658.44



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### ACCOUNTS to PAY:

### OVERDUE ACCOUNTS:

Aquagym Swimming Club				381.02		
Greymouth Swimming Club				584.00		
17-Dec-14	Due 31/12/14	Inv	14374		85.00	-54.00
13-Feb-15	Due 27/02/15	Inv	14398		354.00	
13-Feb-15	Due 27/02/15	Inv	14384		224.00	
17-Feb-15	Due 03/03/15	Inv	14415		60.00	
Jasi Swim Club				616.00		
17-Feb-15	Due 03/03/15	Inv	14416		396.00	
18-Feb-15	Due 04/03/15	Inv	14425		50.00	
10-Mar-15	Due 24/03/15	Inv	14458		170.00	
North Canterbury Swim Club						
8-Mar-15	Due 22/03/15	Inv	14447	85.00		
Swimming Otago						
4-Mar-15	Due 18/03/15	Inv	14434	702.17		
QEII Swim Club				1668.50		
13-Feb-15	Due 27/02/15	Inv	14387		784.00	
13-Feb-15	Due 27/02/15	Inv	14402		240.00	
17-Feb-15	Due 03/03/15	Inv	14418		222.00	
25-Feb-15	Due 11/03/15	Inv	14429		122.50	
4-Mar-15	Due 18/03/15	Inv	14440		300.00	
Selwyn Swimming Club						
1-Dec-14	Due 15/12/14	Inv	14352		170.00	
Vikings Swim Club				340.00		
31-Jul-14	Due 14/08/14	Inv	14193		170.00	
26-Nov-14	Due 10/12/14	Inv	14349		170.00	
Waitaha Swim Club				1936.75		
13-Feb-15	Due 27/02/15	Inv	14407		1200.00	
17-Feb-15	Due 03/03/15	Inv	14422		588.00	
25-Feb-15	Due 11/03/15	Inv	14432		148.75	
Wharenui Swim Club				684		
13-Feb-15	Due 27/02/15	Inv	14409		654.00	
Westport Swim Club						
8-Mar-15	Due 22/03/15	Inv	14449		85.00	

**Board please be aware Janice reviews monthly financials before each meeting**

Accounts Moved: Janice

Seconded: Michael

Carried



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### 11. Funding Report

Provider	Purpose	Amount
Canterbury Community Trust	Administration Costs 2014	\$30,000.00
Lions Foundation	Canterbury Champs Pool Hire 2014	\$ 4,000.00
Trust Aoraki	SI Champs Pool Hire	\$ 5,500.00
Pub Charity	Memorial Champs Pool/Medals	\$3,510.97
Four Winds Foundation	Senior Championship Medals	\$1,000.00
Mainland Foundation	Assistance for Swimmers to National Meets 2014/15	\$16,000.00
	Assistance for Officials to National Meets	\$4,000.00
Infinity Foundation	Officials Polo Tops	\$2,500.00
New Zealand Community Trust	Canterbury Champs Swimmer Accommodation 2015	\$27,000.00

### Declined Applications

Provider	Purpose	Amount
YouthTown Inc	SI Champs Medals	\$3,800.00
Bluegrass Trust	Officials Polo Tops	\$2,500.00
Air Rescue Services	Junior Championship Medals 2015	\$3,600.00
Canterbury Community Trust	Administration Salary & Costs 2015/16	\$43,050.00

### 12. Membership

#### Current Membership Numbers (as at 30 Jan 2015)

< 12 Years	13/14	15/16	17/18	>19	Total
280	191	99	45	32	670

#### Previous Seasons

Date	Competitive Swimmers
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
30/6/2007	666
30/6/2006	728
30/6/2005	807
30/6/2004	757



## SWIMMING CANTERBURY WEST COAST INC. MINUTES OF THE BOARD MEETING

<b>Task</b>	<b>Current Numbers</b>	<b>Target Increase % 12mth period</b>	<b>Target Numbers</b>	<b>Qualified in the last 3 months</b>	<b>Year to Date Numbers</b>
<b>IOT – Regional</b>	26	20%	32	6	37
<b>IOT – National</b>	10	25%	13	2	12
<b>Stroke Judge*</b>	0	10%**	2	-1	6
<b>Starter</b>	6	15%	7	-1	6
<b>Regional Referee</b>	5	15%	6	1	6
<b>National Referee</b>	8	10%	9	0	8

**\*New Qualification    \*\* Target 5% increase after first year**

### 13. General business

- Monique will speak to Ron Clarke (Technical Chairperson) on a clearer vision for our Technical Officials with regards to progressing from one qualification to another; it had been brought to our attention that not all our officials knew how and when they may be eligible to train for the next tier.
- Admin Funding  
Recently we learned our funding for Administration had been declined after 6 years with our current provider. This has prompted the Board to look at other ways this cost can be covered. Amanda provided information on how four other larger regions cover this cost. As a result of funding no longer being available from the Canterbury Community Trust Michael moved to adopt a \$15 administration fee for all competitive swimmers over and above the current regional and national fee of \$85

Moved: Michael

Seconded: Ashley

Carried

Wayne to send out an email to all clubs explaining this new cost.

This is a medium term solution and the Board will look at sourcing some business sponsorship as well as applying to external funders (e.g. NZCT).

Janice moved to apply to the New Zealand Community Trust for \$30,000.00 to assist in covering the Administration salary

Moved: Janice

Seconded: Wayne

Carried

- Storage garage has now been cleared out and payments cancelled. The remaining boxes of files are now in storage at Wharenui. There are still two boxes of unused competition cups which Janice will go through and provide the Board with an update on condition and type of cup it is i.e. event and gender
- Secondary School Champs – competitive and non-competitive swimmers

The SCWC Board have been concerned that the swimmers in the region haven't been able to use these meets for National and Regional entries times because of non-competitive and competitive swimmers swimming. The SCWC board believes it is outdated clause and has sent the following message to SNZ for discussion at their next Board meeting:



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### Regional Secondary School Swimming Sports

*SCWC Board request that the SNZ Board allows competitive swimmers to use the times gained from these events (when non-competitive swimmers are also racing) for entry into Regional or National events provided the full complement of officials are present. This is not about allowing NZ or Regional records. This is only about being able to use times for meet entry into National or Regional events.*

- The Financial reconciliation of the SCWC Champs, SCWC Sprint meet and the latest Junior Carnival was reviewed by the Board and the following changes were implemented for the coming season.
  - Canterbury Champs entry fees will remain the same at \$8
  - Junior Champs entry fees and the Sprint meet will now be \$7
  - Memorial Meet entry fee will now be \$6.50
  - Junior Carnival entry fees will be \$4

Moved: Monique

Seconded: Janice

Carried

- Greymouth has request to host SIC&T in 2016 – Brigitte will take this request back to the Coaches Committee for discussion and report back to the Board with their decisions/recommendation
- Brigitte requested from the coaches group that we should enter an A & B regional relay team at Nags in the 15 & under age group, the Board agreed.
- Brigitte asked that a task sheet and guidelines for being a Regional Team Manager be developed and put up on the website. Amanda to liaise with Fiona to produce this document.
- Greymouth request the use of the electronics for SISS but as this is not an official meet the Board decided it wasn't necessary – Amanda to contact Greymouth to explain
- The Board discussed the cost advantages of changing our current medal supplier and agreed to go with Medalplus – this change will also bring about a slightly different design for our three major meets – Memorial Champs, Junior Champs and Canterbury Champs. Amanda to progress ahead with design and report back.
- Amanda presented information on changing our email provider, Ashley moved that we change our current email account to BBITS so we get a better on-line service and improved storage functionality.

Moved: Ashley

Seconded: Janice

Carried

**The meeting closed at 2.00pm**

**Next meeting will be held on the 24<sup>th</sup> May at 11.00am in Lincoln**