



SWIMMING CANTERBURY WEST COAST INC.

MINUTES OF THE BOARD MEETING

Meeting opened 7pm at Lincoln on 2nd March 2016

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

Wayne (Chairperson) welcomed those present

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

- 3. Apologies:**

Moved: Monique Seconded: Ashley Carried

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

Moved: Monique Seconded: Graham Carried

- 5. Matters arising:**

- 6. Correspondence in / out:**

SNZ

2016 NZ Junior Championships - Bus Service Interruptions

Zonal Information

Division II Competition

CRC (Chair / Regional Chairs) Meeting - 01.03.16

FW: Juniors Ticketing Update

Regions

Sport Canterbury

Clubs

Waitaha request for their meet date to change

Application to swim at Tasman Meet – Greymouth Club



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Other

. 2015 Secondary Swimming Championships - Quantum

Correspondence Moved: Janice Seconded: Graham Carried

7. Transfers

Mr Z T Baker from Waitaha Swim Club to Wharenui Swim Club
Mr J C Baker from Waitaha Swim Club to Wharenui Swim Club
Mr M J S Harford from Ashburton Swim Team to Jasi Swim Club.
Mr C J James from Neptune ASC to Aquagym Swimming Club.
Miss L G Rhodes from Aquagym Swimming Club to Jasi Swim Club
Miss L J Gordon from Aquagym Swimming Club to Jasi Swim Club
Miss V E Perry from Aquagym Swimming Club to Jasi Swim Club.
Miss K S P Peauafi Symonds from Linton Swim Club to Wharenui Swim
Mr P Baker from Waitaha Swim Club to Wharenui Swim Club

Moved: Ashley Seconded: Michael Carried

8. Records

Men 10-10 50 Back

37.04	Taiko H. Torepe-Ormsby at State 2014 NZ Junior Championships	14/02/2014	WHACB -CB
36.67**	Daniel Z. Bridgman at 2016 NZ Junior Championships	19/02/2016	WHACB -CB

Men 12-12 50 Fly

30.43	Mika J. Saniuela-McEntyre at Canterbury Championships	17/01/2007	AQGCB
30.32 **	Taiko H. Torepe-Ormsby at 2016 NZ Junior Championships	19/02/2016	WHACB -CB

Moved: Graham Seconded: Monique Carried



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Financial records

ACCOUNTS PAID:

1-Feb-16	Paper cups - Junior Champs	23.85	
1-Feb-16	Paper cups - Junior Champs	32.61	
16-Feb-16	SNZ NZ Juniors Relays	120.00	
16-Feb-16	BBIT Solutions email servic	25.30	
16-Feb-16	Westport Junior Champs refund	49.00	
16-Feb-16	Waitaha Junior Champs refund	63.00	
16-Feb-16	Office exp	65.00	
16-Feb-16	Junior Champ Program Prin	387.00	
16-Feb-16	XCM Clothing Zonal Tops	529.00	
16-Feb-16	SNZ Zonal Accom dep	932.70	
16-Feb-16	Trailer fuel Junior Champs	87.03	
16-Feb-16	Trailer repair	35.20	
19-Feb-16	PAYE Payment 17424929	506.04	
			15,726.57

ACCOUNTS to PAY:

OVERDUE ACCOUNTS:

AquaGym Swimming Club					
10-Feb-16	Due 10/02/16	Inv	14803		112.00
North Canterbury Swim Club					
2-Feb-16	Due 02/02/16	Inv	14777		80.00
Orca Swim Club					
10-Feb-16	Due 10/02/16	Inv	14795		112.00
QEII Swim Club					
20-Feb-16	Due 20/02/16	Inv	14809		25.00
Swim Timaru Inc					
14-Dec-15	Due 14/12/15	Inv	14740		15.00
27-Jan-16	Due 27/01/16	Inv	14774		15.00
Wharenui Swim Club					
16-Feb-16	Due 16/02/16	Inv	14808		105.50

Accounts Moved: Janice

Seconded: Ashley

Carried



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9. Funding Report

Provider	Purpose	Amount
NZ Community Trust	Administration	\$ 20,000.00
Mainland Foundation	Swimmers & Officials National Meets	\$20,000.00
Trust Aoraki	Junior Champs Pool Hire	\$3000.00
NZ Racing Board	Pool Hire Memorial Meet & Canterbury Champs	\$6579.89
Pub Charity	Championship Medals	\$8238.00
Four winds Foundations	Ribbons	\$700.00
Youthtown	SIC& T Ribbons	\$2242.50

Declined Applications

Provider	Purpose	Amount
Canterbury Community Trust	Administration Expenses	\$30,000.00
Infinity Foundation	Administration Top Up	\$10,000.00
Ashburton Licensing Trust	SIC&T Pool Hire & Ribbons	\$5077.00
Lions Foundation	SIC&T Pool Hire & Regional Caps	\$3966.00

Pending Application

Provider	Purpose	Amount

Moved: Monique

Seconded: Michael

Carried



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10. Membership

Current Membership Numbers (as at 1 March 2016)

< 12 Years	13/14	15/16	17/18	>19	Total
326	193	111	49	32	710

Previous Seasons

Date	Competitive Swimmers
30/06/15	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
30/6/2007	666
30/6/2006	728
30/6/2005	807
30/6/2004	757

Competitive numbers = combined numbers of CWC and ED prior to amalgamation

Technical KPI's

Task	Current Numbers	Target Increase % 12mth period	Target Numbers	Qualified in the last 3 months	Year to Date Numbers
<i>IOT – Regional</i>	42	20%	50	-1	46
<i>IOT – National</i>	11	25%	14	1	13
<i>Stroke Judge*</i>	5	60%	8	0	6
<i>Starter</i>	7	30%	9	0	10
<i>Regional Referee</i>	6	15%	7	1	6
<i>National Referee</i>	8		8	1	8

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



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Follow up Items from Previous Meetings	
<p>a) Wayne moved that Ashley investigate some possible corporate funding and sponsorship for our Squad Pathways expenses including caps and uniforms.</p> <p>Moved: Wayne Seconded: Janice Carried</p> <p>Ashley to progress further a covering letter so we can use to get sponsorship for the electronic pads, score board and trailer – aim to have a draft letter for our next meeting in March. Ashley to liaise with Amanda.</p>	<p>Ashley Needs draft letter for April meeting</p>
<p>c) Annual Report Layout</p>	<p>Janice WIP</p>
<p>d) Meeting with Christchurch based clubs on future going forward This will include detail on shifts in housing that have occurred throughout the city pre and post-earthquake.</p> <p>The CCC possibly have some funding available for a facilitator to be available to help present the proposal – Wayne to look into further</p>	<p>Wayne WIP</p>
<p>e) Amanda to ask the events committee to ask the coaches and clubs why they didn't attend or with greater numbers the Memorial Meet (Ashburton, Greymouth, Selwyn) – What can we do to encourage them all to attend. What held them back from attending this meet this time? The Board is keen to get feedback from coaches and clubs executive committees as to why this meet wasn't attended with greater numbers.</p>	<p>Amanda Report back at April meeting</p>

General Business	
<p>a) AGM date has been set for the 14th August at the Rolleston Community Centre at 1.30pm. Amanda to book.</p>	<p>Amanda</p>
<p>b) Jellie Park upgrade – Tiles are being removed from both ends of the pool and will not be replaced but will be painted. Inserted plugs for the touch pads to attached to. The plinth will be widened to 600mm, the blocks are being removed and the QEII blocks have been installed. The blind and power point have been installed however the wired in sound system has not been done but Jellie Park will provide a temporary sound system for us to use. The new upgraded pool will open Easter weekend, this is when the outdoor pool will close for the season.</p>	<p>Note all</p>



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c) Eastern Pool update (old QEII site) – possible an update on plans-will be available to view from next week	
d) SNZ Awards – These have been reinstated and will take place at the Auckland showgrounds. Amanda to ask SNZ if there is any funding for regions for this event. Brigitte was asked to attend on behalf of the Board and will pay for her ticket and changes to her flight costs. The board also agreed to pay for 5 tickets (Finalists who may attend) Amanda to email clubs around the process for making any nominations.	Amanda
e) Janice moved to apply to The Four Winds Foundation for funding for new officials polo tops. Moved: Janice Seconded: Michael	
f) Amanda to email officials who are interested in progressing to the next step to contact Ron Clark.	Amanda
g) Monique moved to apply to Pub Charity For funding for the Short Course Championships medals as well as top ups for the memorial meet, Junior Champs and Senior Champs. Moved: Monique Seconded: Graham	Amanda
h) Metro Centre Update – Janice and Wayne will attend a meeting on the 23 rd March to review the concept plans and infrastructure, changing rooms, VIP space, marshalling area and spectator seating.	
i) It was agreed by the Board that any possible donation opportunity from Life Members and past swimmers be placed on hold until the new Metro Facility is open and VIP invites can be given out.	
j) Janice to look at adding some more details to Graham’s pamphlet and sourcing some quotes from older well known swimmers.	Janice
k) Board Members - Wayne and Monique are both up for re-election and the constitution requires that we revert to 6 members.	
l) Michael reported to the Board that he recommends clubs have public liability insurance cover being offered by SNZ through Marsh Insurance. We now need to draft a letter to all clubs informing them of our recommendations - Wayne to draft and get Michael to confirm wording	Wayne & Michael
m) Amanda to contact Kent for a better understanding of how the Wharenui meet entries and SNZ registrations will be dealt with as the meet takes place on the 30 th June & 1 st July which is the SNZ database rollover date.	Amanda
n) SI Committee – We currently have a representative on the committee however the Board now feels this position would be better represented by someone on our events committee. Wayne to approach Fiona	Wayne
o) Wayne moved to approve of up to \$2300 for the purchase of a new admin laptop. Moved: Wayne Seconded: Graham	

The meeting closed at 8.46pm

The next meeting will be held 6th April via Skype at 7pm