



SWIMMING CANTERBURY WEST COAST INC.

MINUTES OF THE BOARD MEETING

Meeting opened 7pm at 1ST May 2017 at the Wharenui Sports Centre

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

Wayne (Chairperson) welcomed those present

2. **In Attendance:** Steve Johns (CEO Swimming New Zealand), Debbie Rahurahu (Administrator)

3. **Apologies:** Graham Scammell

Moved: Janice

Seconded: Michael

Carried

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

Moved: Michael

Seconded: Monique

Carried

5. **Matters arising:** None

6. **Correspondence in / out:**

SNZ

Steve Johns- Impending staff changes

Makos

Regions

Sport Canterbury

Linda Kenny- Coaches Workshop Tuesday 7th March

Bruce Morton- Regional Sporting Organisation hui/meet and greet

Clubs

Selwyn- permission for Hannah Bates and Callum Sutherland to compete in the 2016 SNM Country

Swim Timaru- Permission for team to attend Neptune Queens Birthday Meet

Other

Linwood Central Heathcote: Life in Christchurch 2017: Central City

Linwood-Central-Heathcote - The Week in Brief Monday 27 February 2017

Linwood-Central-Heathcote - The Week in Brief Monday 6 March 2017

Linwood-Central-Heathcote - The Week in Brief Monday 13 March 2017

Linwood-Central-Heathcote – Children could get free pool entry under a new Christchurch City Council proposal

Linwood-Central-Heathcote – The Week in Brief Monday 20 March 2017

ParaFed Canterbury- Sports Update

ASCA- Save The Date | 2017 International Conference on Applied S&C

Linwood-Central-Heathcote - The Week in Brief Monday 27 March 2017

Linwood-Central-Heathcote - The Week in Brief Monday 3 April 2017

Sport NZ 2017 Workforce Survey

Linwood-Central-Heathcote - The Week in Brief Monday 10 April 2017

Swimming Victoria- New Restrictions to Technical/Performance Suits for 11/U Swimmers



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Linwood-Central-Heathcote - The Week in Brief Monday 24 April 2017

Correspondence Moved: Janice Seconded: Michael Carried

7. Transfers

Miss B R Smith from North Canterbury Swim Club Inc to QEII Swim Club
Miss R A Smith from North Canterbury Swim Club Inc to QEII Swim Club
Mrs A Gordon from Aquagym Swimming Club to Jasi Swim Club
Miss K McKenzie from Swim Timaru to Mackenzie Swimming Club
Mr J Staples from Wharenui Swim Club to Jasi Swim Club
Mr R Pryde Wall from Waves ASC to Selwyn Swim Club
Miss C McKenzie from Swim Timaru to Mackenzie Swimming Club
Mr R Jung from Wharenui Swim Club to Jasi Swim Club
Mr M Young from Northwave Swim Club to Jasi Swim Club
Miss J J McMillan from Vikings Swim Club Inc to Wharenui Swim Club
Miss N M Lovatt from Vikings Swim Club Inc to QEII Swim Club
Miss J M Dreaver from Jasi Swim Club to QEII Swim Club
Mr C G Elson from Kaikoura Swim Club to Wharenui Swim Club
Miss O M Damiano from Aquagym Swimming Club to QEII Swim Club
Mr J M Hooker from Aquagym Swimming Club to Waitaha Swim Club
Miss C Elson from Kaikoura Swim Club to Wharenui Swim Club
Mrs R C Wilson from Ashburton Swim Team to Swim Timaru

Moved: Monique Seconded: Janice Carried

8. Records

Women 10-10 100 Free

1:09.71 **Kyra E. Forrest** **3/06/2011**
1:09.63 Hanna A. Abdou at 2017 NZ Junior Festival - Makos Zone 17/02/2017

Women 10-10 50 Back

36.02 **Kyra E. Forrest** **3/06/2011**
35.81 Hanna A. Abdou at 2017 NZ Junior Festival - Makos Zone 17/02/2017

Men 11-11 50 Back

34.08 **Taiko H. Torepe-Ormsby** **11/04/2015**
32.85 Daniel Z. Bridgman at 2017 NZ Junior Festival - Makos Zone 17/02/2017

Men 12-12 50 Free

27.72 **Taiko H. Torepe-Ormsby** **1/07/2016**
27.29 Oliver Graves at 2017 NZ Junior Festival - Makos Zone 17/02/2017

Men 13-13 50 Free



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26.13 Satori J. Dobbie 3/08/2013
26.05 Thomas MacGibbon at Waitaha Summer Sizzler 2017 25/02/2017

Men 50 Breast

29.08 Matt PHILLIPS 14/04/2015
28.95 George L. Schroder at Swimming Wellington Summer Champs 20/01/2017

Men 13-13 50 Back

30.07 James Borsje-Clark 20/01/2001
29.37 Taiko H. Torepe-Ormsby at 2017 NZ Age Group Champs 21/03/2017
29.59 Taiko H. Torepe-Ormsby at 2017 NZ Age Group Champs 21/03/2017

Men 13-13 50 Fly

28.18 Satori J. Dobbie 26/02/2013
27.64 Taiko H. Torepe-Ormsby at 2017 NZ Age Group Championships 21/03/2017

Men 14-14 50 Back

29.10 Sam Cook 2/04/1994
28.48 Angus W. Kelliher at 2017 NZ Age Group Championships 21/03/2017

Men 17-17 50 Fly

25.83 Oliver R. Rayner 18/01/2017
25.40 Oliver R. Rayner at 2017 NZ Age Group Championships 21/03/2017
25.36 Oliver R. Rayner at 2017 NZ Age Group Championships 21/03/2017

Men 17-17 100 Fly

56.57 MATTHEW T. HUTCHINS 25/03/2012
56.14 Oliver R. Rayner at 2017 NZ Age Group Championships 21/03/2017

Men Open 800m Relay

7:49.57 Wharenui 11/02/1989
7:44.19 Wharenui (M.Hutchins, Z.Clark, T.Moot, W.Campbell) 3/04/2017

Women 10-10 200 IM

2:49.96 Emma Ashley 1/09/2001
2:49.34 Hanna A. Abdou at SCWC Junior Carnival 3 2017 9/04/2017

Men 17-17 50 Fly

25.83 Oliver R. Rayner 18/01/2017
25.50 Oliver R. Rayner at 2017 NZ Open Championships 3/04/2017
25.56 Oliver R. Rayner at 2017 NZ Open Championships 3/04/2017

Men 200 Free

1:49.20 MATTHEW T. HUTCHINS 5/04/2016
1:48.53 MATTHEW T. HUTCHINS at 2017 NZ Open Championships 3/04/2017

Men 800 Free

8:25.87 Arjun Haszard 1/04/2004
7:56.93 MATTHEW T. HUTCHINS at 2017 NZ Open Championships 3/04/2017

Men 1500 Free

15:32.60 MATTHEW T. HUTCHINS 6/08/2016
15:30.68 MATTHEW T. HUTCHINS at 2017 NZ Open Championships 3/04/2017



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Men 50 Back

27.16	CAMERON J. JAMES	28/03/2016
26.55	CAMERON J. JAMES at 2017 NZ Open Championships	3/04/2017
27.03	CAMERON J. JAMES at 2017 NZ Open Championships	3/04/2017

Men 100 Back

58.12	WILLIAM J. CAMPBELL	28/03/2016
57.20	CAMERON J. JAMES at 2017 NZ Open Championships	3/04/2017
57.51	CAMERON J. JAMES at 2017 NZ Open Championships	3/04/2017

Men 50 Breast

29.08	Matt PHILLIPS	14/04/2015
29.02	Matt PHILLIPS at 2017 NZ Open Championships	3/04/2017

Men 100 Breast

1:02.59	George L. Schroder	28/03/2016
1:02.16	George L. Schroder at 2017 NZ Open Championships	3/04/2017
1:02.31	George L. Schroder at 2017 NZ Open Championships	3/04/2017

Men 200 Breast

2:13.93	George L. Schroder	28/03/2016
2:13.41	George L. Schroder at 2017 NZ Open Championships	3/04/2017

Women 16-16 200 IM

2:19.98	Helen Norfolk	7/04/1998
2:18.69	Hannah F. Bates at 2017 GHF Australian Age Champs	16/04/2017

Men 400 Freestyle Club Relay

3:34.82	Wharenui Swim Club	5/05/2015
3:34.43	Wharenui Swim Club	28/03/16

Moved: Michael

Seconded: Janice

Carried

9. Financial records

ACCOUNTS PAID:

DATE	DETAILS	AMOUNT
13-Feb-17	BBIT Solutions Email serv	14.95
13-Feb-17	Geoff Bryce Qantum rolls	22.99
13-Feb-17	Office Systems Quantum	44.23
13-Feb-17	Jasi Swim Club (Inv: 15059)	70.00
13-Feb-17	Kaipoi Swim Club (Inv:	70.00
13-Feb-17	QEII Swim Club (Inv: 15063)	70.00
13-Feb-17	SNZ Swim Affil	282.50
15-Feb-17	Pak n Save Rangiora (Stationery)	12.13
16-Feb-17	Jasi Swim Club Selwyn-Jasi relay entry	34.50
16-Feb-17	SNZ Westport Club Affili	175.00
16-Feb-17	SNZ Swim Affilia Payment	397.50



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20-Feb-17	Pak n Save Timaru (Officials Food)	40.41
20-Feb-17	The Warehouse (Plastic Cups)	7.00
20-Feb-17	Temuka Swimming Club (Inv 15101)	49.00
20-Feb-17	Kaiapoi Swim Club (Inv 15100)	50.00
20-Feb-17	Warehouse Stationery Printer Drum	259.90
20-Feb-17	Office Systems Toner Drum	433.48
20-Feb-17	HTS Group Timing Panel	608.35
20-Feb-17	Inland Revenue 14982546	723.06
3-Mar-17	SNZ Affiliation Coach Swim	271.50
3-Mar-17	AquaGym Swimming Club (Inv 15007/060)	69.00
10-Mar-17	Orca Swimming Club	4,420.00
	Bronze Sq Tr Meals	
10-Mar-17	Swim Otago Moana Pool	7,546.53
16-Mar-17	Westport Swimming Cl	16.00
	Carnival Refund entry	
16-Mar-17	Temuka Swimming Club (Inv 15114)	70.00
16-Mar-17	Jasi Swim Club (Inv: 15092)	63.00
16-Mar-17	Waitaha Swim Club (Inv: 15091)	28.00
16-Mar-17	Inland Revenue 14982546	239.76
20-Mar-17	BBIT Solutions Email servic	42.90
20-Mar-17	Warehouse Stationery	43.34
	Junior Fstvl Inv 6572571	
20-Mar-17	SNZ Affiliation Inv 00042312	136.50
20-Mar-17	HTS Group Timing slats & buttons	745.20
20-Mar-17	CWC Sports Trust Award Dinner	1,170.00
20-Mar-17	Selwyn Aquatic Centr JunCh Pool Hire	1,885.00
28-Mar-17	NZ Post (Badge postage)	6.50
4-Apr-17	NZ Post (Certificates)	7.50
5-Apr-17	SNZ Tech Affil Payment	15.00
5-Apr-17	SNZ SNZ Awards Kay Ron Roly	150.00
5-Apr-17	Selwyn Aquatic Centr Carnival 2 Poolhire	926.80
5-Apr-17	Edwards Sound System PA	5,872.35
10-Apr-17	Awards Cant Champs Extra Plate	16.80
12-Apr-17	The Warehouse (Carnival Series Towels)	36.00
18-Apr-17	NZ Post (Photocopy paper X2)	16.50
19-Apr-17	BBIT Solutions email serv	14.95
19-Apr-17	Coronation Park Motel Tri- series	200.00
19-Apr-17	Swim Otago SICT Relays	225.00
19-Apr-17	Inland Revenue 14982546	482.04

OVERDUE ACCOUNTS:

Customer Name	Total	Current	30 Days	60 Days	90 Days
Roly Crichton	360.00		360.00		



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	<i>Due</i>								
15-Mar-17	15/03/17	<i>Inv</i>	15118		360.00		360.00		
Hokitika Swim Club									
					15.00		15.00		
30-Mar-17	30/03/17	<i>Inv</i>	15120		15.00		15.00		
Westport Swim Club									
					590.00		590.00		
7-Feb-17	07/02/17	<i>Inv</i>	15086		140.00		140.00		
16-Feb-17	16/02/17	<i>Inv</i>	15099		400.00		400.00		
24-Feb-17	24/02/17	<i>Inv</i>	15104		50.00		50.00		
TOTAL					965.00	0.00	375.00	590.00	0.00

Accounts Moved: Janice Seconded: Michael Carried

10. Funding Report

Provider	Purpose	Amount
Four winds Foundations	Ribbons	\$700.00
Youthtown	SIC& T Ribbons	\$2242.50
Pub Charity	SCWC Medals	\$2880.00
Four Winds	Technical Officials Polos	\$1500.00
NZ Community Trust	Administration	\$30,000.00
NZ Racing Board	Pool Hire- Memorial/Canterbury/Junior Champs	\$8000.00
Mainland Foundation	National Meets Accommodation and Rental 2016/2017	\$20,000.00
First Sovereign Trust	Bronze Squad Tour 2016	\$6555.65
Four Winds Foundation	Ribbons 2016/17	\$500.00
Pub Charity	Pool Hire Shortfall& trophies Cant Champs	\$2463.00
Lions Foundation	Officials Accommodation & Car Hire Nationals	\$4000.00
Youthtown	Ribbons for 2017/2018	\$2327.50
Southern Trust	PA System	\$5153.91

Declined Applications

Provider	Purpose	Amount
The Trusts Community Foundation	Bronze Squad Tour 2016	\$8699.00
Infinity Foundation	Ribbons 2016/2017	\$1040.00
Air Rescue Services	Officials funding- Cant Champs and Nat shortfall	\$5400.00
Four Winds Foundation	SCWC Regional Caps x 250	\$1725.00

Pending Application

Provider	Purpose	Amount
First Sovereign Trust	Medals for 2017/2018	\$5998.20
CCC Events Funding	SCWC SC Champs pool hire	\$5726.50



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Resolution: To apply to CERT for funding assistance towards accommodation costs for our Technical Officials required at the SNZ Short Course Championships in Auckland, in the amount of \$4860.00

Resolution: To apply to The Trusts Community Foundation for funding towards the cost of Pool Hire for our major Regional Events of the 2017/2018 season, in the amount of \$15059.94

Moved: Monique

Seconded: Janice

Carried

11. Membership

Previous Seasons

Date	Competitive Swimmers
30/6/2016	720
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
30/6/2007	666
30/6/2006	728

Current Membership Numbers (as at 31 March 2017)

CLUB	<12 yrs	13/14YRS	15/16YRS	17/18YRS	>19YRS	TOTAL SWIMMERS
Aquagym	22	19	9		6	56
Ashburton	14	13	10	5	1	43
Geraldine	19	10	1	1		31
Greymouth	30	8	5			43
Halswell					2	2
Hokitika	28	6	5	2	1	42
Jasi	13	21	20	7	3	64
MacKenzie	12	4	3			19
North Canterbury	36	25	8	9	2	80
QEII	1	5	5	10	2	23
Selwyn	5	12	15	2		34
Swim Timaru	25	12	6	1		44



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Temuka	12	2	1			15
Vikings	31	12	7	1		51
Waimate			1			1
Waitaha	19	12	3	1		35
Westport	11	4	1	1		17
Wharenui	22	18	15	11	10	76
Totals by age	300	183	115	51	27	676

12. Technical KPI's

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

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

Updated KPIs pending.

Technical Committee report received, and included an acknowledgment of funding received for Officials travel.

Stuart Challenger has been welcomed onto the Committee. Teresa Dann and Paul Newbigging have qualified as Regional IOTs and there are two requests for National IOT assessments pending.

Canterbury Champs designated area for Coaches needs to be finalised before the meet this year.

13. Events

Events Committee report received.

Canterbury Champs: coaches' area location and conditions of use discussed, as well as alternate marshalling area. Flyer will be changed to recognise 800 & 1500m event winners.

Memorial Meet: agreed to the renaming of this meet to the "Development Championships" and retain the protocol of a minute's silence and announced acknowledgment of those who have gone before. Date change for this meet agreed- it is the only date which works in the calendar this year.

Changes to the 3 largest meets on the calendar (Wharenui Winter Olympics, Aquagym Challenge Meet and Jasi Xmas Cracker), are to be discussed by representatives from the 3 clubs to try to control entry numbers for H&S and timeline reasons. Extra warmup space/time is being sought also.

Carnivals: 'not faster than' times may be adjusted in order to better target new and younger swimmers



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Distance Meet: moved from 24th November to 29th October

14. Follow up Items from Previous Meetings	
a) Janice to look at adding some more details to Graham's pamphlet and sourcing some quotes from older well known swimmers- Matt Hutchins will provide an article about his experience	Janice WIP
b) Annual Report	Janice WIP
c) Longer false start poles are in place at Jellie Park and our new PA system has arrived, thanks to generous funding from Southern Trust	Debbie
d) SCWC Relay records need updating to reflect current age groupings and Club Relays- new standards required- to be discussed at next Coaches meeting	Brigitte
e) QEII feedback on powerpoint presentation- QEII to ask David Pine to provide a more detailed plan on steps to gain business sponsorship	Wayne
f) NZ Junior Festival- Makos Zone feedback sent to SNZ, all positive, with the exception of a mention that medal ceremony fanfare was not played for presentations, nor music during the meet. Full payment of hosting fee has been received from SNZ and our costs billed to them were kept to a minimum, so SCWC's share of the profit (to come) has been maximised	Debbie
Technical Committee- TOR need to be changed to reflect a 'term' on a Committee as a set period for each position regardless of when that position is vacated or filled, so there is consistency across all committees for terms and appointments. By the next round of appointments a process for re-election needs to be in place for members of each committee such that positions are not just rolled over and allow new applicants to put in an expression of interest. Once nominations are submitted the SCWC Board needs to consult with the Committee on the selection of a candidate	Wayne/Debbie
Canterbury Squads- Tri Series team announced (bronze and Silver squads), and tour booked to Timaru and Ashburton in 1 st weekend in July. All squads to be named shortly, along with training session dates, camps and tours. Pool space is still an issue for squad training. SCWC to look for funding options for Squad Pathways	Brigitte/Debbie

15. General Business	
Spectator passes for National Meets- the system currently being used is extremely challenging for any spectators who do not reside in the host city. Is there a better way this could be done? Steve Johns invited to respond- several different methods for ticket allocation have been trialled, but limits on the number of passes available are imposed for H&S reasons at the venues. SNZ would be happy to hear any suggestions that may assist with this issue.	



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<p>Allocating tickets on a pro rata basis to Regions for distribution based on swimmer numbers was discussed. Also the opportunity to fill seats vacated during sessions was discussed. Further thought needs to be given to this as the current model is disadvantageous to those who are from out of the host Region.</p>	
<p>Setting minimum and target reserve levels- minimum could be made up of a contingency amount which the Board deems suitable to cover unexpected operating events. It may also include an asset replacement amount. A financial reserve policy could specify what action the Board takes when minimum reserve levels are breached.</p>	Janice
<p>Memorial Meet- to be renamed SCWC Development Championships (following a meeting with Coaches) to attract NFT swimmers to a “Development” championship, and moved within the calendar to the SCWC Carnival December date to better target our summer clubs.</p>	
<p>South Island Championships in Blenheim- feedback from clubs re travelling affecting attendance requested by SNM. All feedback received by SNM indicated that numbers are not going to be unduly affected by the location and they will be going ahead with the meet in Blenheim</p>	
<p>Do numbers to the 3 target meets need to be limited, either using QTs, restricting events or entry numbers or some other means. Concern now around numbers allowed within each facility for safety reasons. Coaches also concerned with shortened warmup times and the need for extending session times. A meeting has been held with coaches to discuss options. These were also discussed at the Events Committee meeting and representatives from the 3 clubs now need to give this their consideration- Debbie to seek extended warmup times for these meets to mitigate H&S concerns in the interim.</p>	Wayne/Debbie
<p>Metro Sports- Otakaro advised into remediation work and pile testing onsite with the next stage of earthworks set to get underway in the next month or so.</p>	
<p>Should the Makos committee appoint a Zonal manager? Someone needs to be appointed to select, organize these on the day, have caps to hand out etc. How are relay entry costs covered? Age Group have separate Zonal relays and Opens have both club and zone within the same event- neither have Regional Relays anymore. Letter to be drafted to SNZ regarding the possible reinstatement of Regional Relays at these meets.</p>	Brigitte/Debbie
<p>Funding assistance application for Hannah Bates towards costs for attending the Australian Age Group Championships approved- formal congratulations to Hannah</p>	Debbie
<p>SCWC Board approval sought for membership to TYM for Coaches group for squads- approved</p>	
<p>Concern raised regarding lack of communication to members from SNZ HP regarding swimmer availability requirements for selection to National teams. Concern was expressed that there had been no communication regarding compulsory availability closing dates for Australian State Teams, and Coaches have had to ask to be added to the HP mailing list. There was also concern that swimmers were being notified of selection to teams sometimes 2 days before their coaches, not allowing coaches the opportunity to congratulate their swimmer then announce the achievement to the rest of their team.</p>	



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<p>Steve Johns was invited to respond to this: Communication is always difficult to get 100% right all of the time, and with so many platforms and only some being used by some of the membership, there is always the danger that messages will not get through. SNZ is always looking at ways to improve its communication with its members. Steve assured the SCWC Board that he would discuss the concerns raised with the HP team</p>	
<p>Halswell Amateur Swimming Club will be considering their future this year (2017). The Board has been asked to consider the following: "If Halswell decides to wind up and we transferred funds to SCWC would the Board give a commitment to honour Halswell's request that any funds be donated to the Doreen Brown Trust?"</p> <p>It was decided that Michael liaise further with the Halswell Club as he is a Trustee of the Doreen Brown Trust and will be able to give his legal opinion on whether their request can be implemented</p>	

The meeting closed at 9:13pm

**The next meeting will be held at the Wharenui Sports Centre
19th June 2017
at 7pm**