



# SWIMMING CANTERBURY WEST COAST INC.

## MINUTES OF THE BOARD MEETING

**Meeting opened 7pm at 2<sup>nd</sup> November 2016 at the Wharenui Sports Centre**

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

Wayne (Chairperson) welcomed those present

- 2. In Attendance:** Debbie Rahurahu (Administrator)

- 3. Apologies:** Nil

Moved: Janice

Seconded: Wayne

Carried

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

Moved: Michael

Seconded: Janice

Carried

- 5. Matters arising:** Nil

- 6. Correspondence in / out:**

### **SNZ**

Technical Official Applications - 2017 National Championships

### **Regions**

#### **Sport Canterbury**

#### **Clubs**

Jasi- Permission for James Criglinton to attend the Orca Labour Weekend Meet

Jasi- Permission for Olivia Wrathall to attend the Orca Labour Weekend Meet, and Auckland Age Group Champs

Jasi- Permission for Hunter Wilson to attend the Colin Walker Memorial Meet

Jasi- Permission for Hugo Wrathall to attend Auckland Junior Champs

Jasi- Permission for James Criglinton to attend the Southland Winter Champs

Swim Timaru- Permission for Club to attend the Orca Labour Weekend Meet, Otago Junior Championships, Southland LC Championships – 15-18/12/16

Wharenui- Permission for Brittany Moir and Taiko Torepe Ormsby to attend the Orca Labour Weekend Meet

Wharenui- Permission for Zac Baker to attend the ASA Auckland Age Group Championships

Swim Timaru- Permission for Matthew Moore to attend the Kiwi Challenge Meet

QEII- Permission for Satori Dobbie to attend ASA Auckland Age Group Championships



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### Other

Sport Canterbury- Upskilling Boards/Committees  
Charities Services- Charities Services Annual Meeting Monday 14<sup>th</sup> November  
Hagley Ferrymead - The Week in Brief  
Lincoln University- Upskill with a Master of Sport and Recreation Management  
Directions on the day: Lincoln University 5th Annual Sport and Recreation Forum  
NZTA Estate & Trust Bulletin #132 September 2016  
Sport Canterbury- Financial Management Training  
TTCF- Decision Letter, Declined (Application for Bronze Squad Funding)  
CCC- High Performance Swimming Memberships  
One on One Admin- Free training seminars x 2 for NFP's - Story Telling for Accountability and Policy Development

Correspondence Moved: Michael      Seconded: Janice      Carried

### 7. Transfers

Mr T D Dreaver from Jasi Swim Club to QEII Swim Club  
Miss B A R Annett from Temuka Swimming Club to Swim Timaru  
Miss C L Burgess from Ashburton Swim Team to Aquagym Swimming Club  
Miss E M Troiani from Aquagym Swimming Club to QEII Swim Club

Transfers Moved: Janice      Seconded: Monique      Carried

### 8. Records

#### Women 9 & Under 200 Back

<b>3:02.76</b>	<b>Natalie Marsters</b>	<b>22/03/2002</b>
2:58.07	Hanna A. Abdou at 2016 Selwyn Splash	18/09/2016

#### Women 10-10 50 Free

<b>31.37</b>	<b>Yixuan Li</b>	<b>3/08/2013</b>
31.30	Arowa Wilson	21/08/2016

#### Men 100 Back

<b>55.21</b>	<b>CAMERON J. JAMES</b>	<b>30/09/2012</b>
55.04	CAMERON J. JAMES at 2016 SCWC SC Champs	22/07/2016

#### Women 12-12 50 Free

<b>28.35</b>	<b>Kyra E. Forrest</b>	<b>31/05/2013</b>
28.32	Abby L. Mason at 2016 South Island Championships	26/08/2016

#### Women 16-16 800 Free

<b>9:08.84</b>	<b>Caitlin J. Rennell</b>	<b>2/07/2012</b>
8:54.80	Hannah F. Bates at 2016 South Island Championships	26/08/2016

#### Women 16-16 100 IM



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1:05.05 **Sophia S. Batchelor** 6/08/2011  
1:04.67 Hannah F. Bates at 2016 South Island Championships 26/08/2016

### Men 14-14 200 Breast

2:29.93 **George L. Schroder** 27/09/2009  
2:29.49 Ezekiel J. Pine at 2016 South Island Championships 26/08/2016

### Men 14-14 200 IM

2:14.97 **Gordon K. Forrest** 29/05/2015  
2:13.05 Ezekiel J. Pine at 2016 South Island Championships 26/08/2016

### Women 15-15 50 Breast

32.26 **Natasha A. Lloyd** 9/09/2011  
32.08 Kaylee G. Jackson at 2016 State Teams Short Course 23/09/2016

### Women 16-16 100 IM

1:04.67 **Hannah F. Bates** 26/08/2016  
1:04.18 Hannah F. Bates at 2016 NZ Short Course Champs 2/10/2016

### Women 50 Back

27.89 **Sophia S. Batchelor** 26/09/2010  
27.83 Cassandra J. Wright at 2016 NZ Short Course Champs 2/10/2016

### Men 14-14 50 Back

28.09 **Andrew D. Trembath** 23/09/2011  
28.02 Angus W. Kelliher at 2016 NZ Short Course Champs 2/10/2016

### Men 17-17 100 Fly

54.94 **MATTHEW T. HUTCHINS** 31/08/2012  
54.00 Satori J. Dobbie at 2016 NZ Short Course Champs 2/10/2016

### Men 17-17 200 Fly

2:03.29 **JACK W. NASH** 27/09/2009  
2:03.00 Satori J. Dobbie at 2016 NZ Short Course Champs 2/10/2016

### Men 50 Breast

28.32 **Matt PHILLIPS** 11/08/2015  
28.10 Matt PHILLIPS at 2016 NZ Short Course Champs 2/10/2016

### Men 100 Breast

1:01.43 **George L. Schroder** 11/08/2015  
1:00.05 George L. Schroder at 2016 NZ Short Course Champs 2/10/2016

### Men 200 Breast



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2:11.19 **George L. Schroder** **29/09/2013**  
2:08.76 George L. Schroder at 2016 NZ Short Course Champs 2/10/2016

### Men 16-16 100 Back

56.91 **CAMERON J. JAMES** **6/08/2011**  
56.59 Satori J. Dobbie at 2015 State Teams Short Course 25/09/2015

### Women 200 Breast

2:30.67 **Natasha A. Lloyd** **25/03/2012**  
2:29.73 Natasha A. Lloyd at 2016 Canadian Olympic Trials 5/04/2016

### Men 200 Free

1:51.15 **MATTHEW T. HUTCHINS** **26/02/2013**  
1:49.20 MATTHEW T. HUTCHINS at 2016 Canadian Olympic Trials 5/04/2016

### Men 400 Free

3:50.93 **MATTHEW T. HUTCHINS** **14/04/2015**  
3:49.84 MATTHEW T. HUTCHINS at 2016 Canadian Olympic Trials 5/04/2016

### Men 1500 Free

15:56.10 **Mark Treffers** **20/07/1976**  
15:45.19 MATTHEW T. HUTCHINS at 2016 Canadian Olympic Trials 5/04/2016

Records Moved: Michael                      Seconded: Graham                      Carried

## 9. Financial records

### ACCOUNTS PAID:

DATE	DETAILS	AMOUNT
7-Sep-16	L Whittington-Clent SC Entries Refund	60.00
7-Sep-16	SNZ INV 41261 Tec Official	15.00
7-Sep-16	Wayne Rollinson SNZ AGM Travel	436.00
7-Sep-16	Medals Plus- Regional New Medals	862.50
16-Sep-16	BBIT Solutions Email Host	14.95
16-Sep-16	AquaGym Squads Train Inv	42.00
16-Sep-16	SNZ Affiliation 41318	146.50
16-Sep-16	CCC- Training Camp	264.00



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16-Sep-16	Lesley Huckins Participant Assistance	500.00
16-Sep-16	Matthew Hutchins Participant Assistance	500.00
16-Sep-16	Ron Clarke Part Assistance	500.00
16-Sep-16	SNZ Affiliation 41465	793.00
16-Sep-16	CCC SC Champs Pools Hire/Entries	3,218.50
16-Sep-16	Inland Revenue- PAYE	1,493.61
20-Sep-16	WESTPAC Business Crd	72.00
23-Sep-16	Term Investment Deposit Transfer	40,000.00
23-Sep-16	Term Investment Deposit Transfer	40,000.00
23-Sep-16	Term Investment Deposit Transfer	40,000.00

### OVERDUE ACCOUNTS:

Customer Name				Total
Hokitika Swim Club				10.00
	<i>4-Apr-16</i>	<i>Inv</i>	<i>14868</i>	<i>10.00</i>
Selwyn Swimming Club				0.00
	<i>19-Sep-16</i>	<i>Rec</i>	<i>1109 Receipt</i>	<i>-30.00</i>
	<i>29-Sep-16</i>	<i>Inv</i>	<i>14966</i>	<i>30.00</i>
Waitaha Swim Club				133.50
	<i>22-Jul-16</i>	<i>Inv</i>	<i>14940</i>	<i>27.00</i>
	<i>7-Aug-16</i>	<i>Inv</i>	<i>14945</i>	<i>106.50</i>
Wharenui Swim Club				313.00
	<i>18-Aug-16</i>	<i>Inv</i>	<i>14952</i>	<i>213.00</i>
	<i>29-Sep-16</i>	<i>Inv</i>	<i>14968</i>	<i>100.00</i>
	<b>TOTAL</b>			<b>456.50</b>

Accounts Moved: Janice      Seconded: Michael      Carried



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### 10. Funding Report

Provider	Purpose	Amount
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
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

### 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
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
Pegasus Sports Foundation	Pool Hire shortfall & trophies Cant. Champs	\$2463.00

### Pending Application

Provider	Purpose	Amount
NZ Racing Board	Pool Hire Memorial, Cant Champs, Junior Champs	\$10,197.38
Mainland Foundation	National Meets Accommodation & Rental 2016/17	\$35,000.00
Four Winds Foundation	Ribbons 2016/17	\$1040.00
First Sovereign Trust	Bronze Squad Tour 2016	\$7273.00

Funding sources are becoming more limited with some funders amalgamating and others now limiting their funding to applicants within their venue area only. Obtaining funding for Officials is becoming particularly challenging as only a small group benefit directly.

A suggestion was tabled to begin holding raffles at SCWC Regional meets, in order to assist with raising funds for Officials, with each Club within the Region being allocated a meet to provide a basket of goods for Debbie to action.

Funding Moved: Graham

Seconded: Michael

Carried



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### 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 Aug 2016)

CLUB	<12 yrs	13/14YRS	15/16YRS	17/18YRS	>19YRS	TOTAL SWIMMERS
Aquagym	25	18	4		4	51
Ashburton	15	9	11	4	1	40
Geraldine	3	1				4
Greymouth	5	1				6
Halswell		1				1
Hokitika	11	2		1	1	15
Jasi	18	18	15	4	2	57
North Canterbury	37	21	7	9	1	75
QEII	1	4	3	6	2	16
Selwyn	7	10	11	2		30
Swim Timaru	24	10	5			39
Temuka	3	1	1			5
Vikings	27	12	3	1		43
Waitaha	22	6	1	1		30
Westport	1	1				2
Wharenui	22	15	12	9	8	66
<b>Totals by age</b>	<b>221</b>	<b>130</b>	<b>73</b>	<b>37</b>	<b>19</b>	<b>480</b>



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CLUB	<12 yrs	13/14YRS	15/16YRS	17/18YRS	>19YRS	TOTAL SWIMMERS
Aquagym	25	18	4		4	51
Ashburton	15	9	11	4	1	40
Geraldine	4	1				5
Greymouth	25	6	1			32
Halswell		1				1
Hokitika	15	3	1	1	1	21
Jasi	16	16	17	4	2	55
North Canterbury	38	21	7	9	1	76
QEII	1	4	5	6	2	18
Selwyn	5	12	11	2		30
Swim Timaru	25	10	4	1		40
Temuka	4	1	1			6
Vikings	31	10	5	1		47
Waitaha	23	6	1	1		31
Westport	6	2		1		9
Wharenui	21	16	11	9	8	65
<b>Totals by age</b>	254	136	79	39	19	527

### 12. 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**

Updated KPIs have been requested.

Technical Committee for this year is as follows, with applications for 6<sup>th</sup> position to be invited.

Christine Cassin- Chairperson  
 Robert Johnson  
 Geoff Bryce  
 Helen Tait  
 Jo Russell- Secretary

The Technical Committee report was tabled and presented; a training session is being held in Christchurch, which is great and there is a possibility of holding one in Timaru also.





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Monique advised that she had spoken to Christine with regards the Board's desire to see the 6<sup>th</sup> position on the Technical Committee filled, and an email asking for expressions of interest would be sent out to all clubs and Technical Officials.

<b>13. Follow up Items from Previous Meetings</b>	
a) Janice to look at adding some more details to Graham's pamphlet and sourcing some quotes from older well known swimmers	<b>Janice WIP</b>
b) Annual Report- Accounts now audited	<b>Janice WIP</b>
c) Feedback received regarding the post AGM Christchurch Clubs Presentation, was discussed, with 2 positive and one negative replies. <ul style="list-style-type: none"> <li>• Lane space- the intention is that there will be no single club permanently based at MetroSports, with all clubs having to book lane space and having equal rights of access. SCWC would also utilise this venue for Canterbury Squads training.</li> <li>• Amalgamation- the Board will maintain a proactive approach to this, and continue to encourage discussion around the subject, and promote the advantages of clubs working together especially with regard to sharing Team Managers for National Meets for example. TM numbers are now limited by SNZ to a degree, but smaller clubs are still able to take a TM for one swimmer. Canterbury Squads have improved this somewhat with swimmers now knowing all the coaches better.</li> </ul>	
d) Balance of Pool Hire for Canterbury Champs, and Trophies to be applied for <b>Resolution:</b> to apply to Pub Charity for funding assistance for the Pool Hire shortfall for Canterbury Championships and Trophies for Canterbury and Junior Championships, in the amount of : \$2551.56	<b>Debbie WIP</b>
e) CCC to follow up our request for longer false start poles- they have already supplied the wider timing pad brackets and have agreed to the scoreboard and pads being housed by the Hydroslide in between JP meets	<b>Wayne WIP</b>
f) SCWC Relay records need updating to reflect new age groupings and Club Relays- new standards required- to be discussed at next Coaches meeting	<b>Brigitte WIP</b>

<b>14. General Business</b>	
Participant Assistance forms- recirculate and subject to approval this can be reposted on the website	<b>Debbie WIP</b>



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<p>Makos Zonal Committee- Terms of Reference returned with edits. The board agreed point 3 needs to be altered. Happy for the Makos Committee managing the Zonal Juniors and proposed Zonal Div 2 meets but when it comes to NAG's or Opens then this should fall back to SNZ and the host regions responsibility. Regional Managers should be retained for Juniors, SC and NAGS. Amended Junior Festival times released.</p>	
<p>Replacement Starter box tested and operates well- original box returned to Colin at HTS with thanks</p>	
<p>QEII (D Pine) has some ideas / concepts around how to possibly pursue corporate sponsorship, needs following up. Debbie to follow up with Waikato to see if they will divulge any information regarding their deal with Gallaghers (timing pad sponsorship)</p>	<p><b>Wayne &amp; Debbie</b></p>
<p>SNZ will now only allow EITHER a Regional TM or a Zonal TM at National meets, not both. Swimming Otago (after consultation with SNZ) will not have a regional manager present at national meets during the 2017 season. SNZ are happy to deal with, when required, club team managers. Should the Makos committee appoint a Zonal manager how will this process be done and how will the accreditation costs be spilt? Similar questions could be asked regarding zonal relays, as both meets (Age Group and Opens) have both club and zone within the same event, therefore what will be the selection process and how are relay entry costs covered?</p>	
<p>Keepsake trophies will be retained for individual trophy winners at Regional meets- not club winners (funding to be applied for). All perpetual Trophies finally located (minus 1x Memorial Trophy- Yaldhurst Challenge Shield, Debbie to purchase a permanent replacement)</p>	<p><b>Debbie</b></p>
<p>Metro Sports Facility- response to points raised at Technical Advisors Committee Meeting All requirements for the facility need to be confirmed by the end of November so that contract/tenders can be put out. Latest drawings will be tabled at the meeting on the 15<sup>th</sup> November. First Aid rooms have been discussed and there will be a drug testing room. The entire facility is Para friendly as a matter of course, and there are also toilets near the marshalling area.</p>	
<p>The Events Committee have forwarded quotes for a mobile PA system to be purchased by SCWC, however the PA system at Jellie Park appears to have improved immensely since the last time we attempted to use it. Debbie to follow up with Nigel as to whether this has been upgraded and if so, are we able to have use of the system for meets.</p>	<p><b>Debbie</b></p>
<p>SNZ advised that our Regional Junior Carnivals and Distance Meets are not classified as Championships, and therefore fall under the category of Interclub meet which allows for Club registered swimmers to enter. Growing awareness that swimmers need only register as Club swimmers to participate at any meet bar Regional and National Championships, is likely to begin having an impact on numbers at meets. The 15mins warmup at the Aquagym meet were testament to this. The Coaches Group are concerned with this and have looked at several options involving limiting numbers of entries, events, introducing tiered meets as per Auckland, increasing the number of sessions at a meet.</p>	<p style="text-align: center;"><b>Michael &amp; Debbie</b></p> <p style="text-align: center;"><b>Brigitte</b></p>



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<p>The three larger club meets in the SCWC calendar may require qualifying times to be brought back/introduced to differentiate these as targeted meets- Brigitte to take this back to the Coaches Group for discussion. It is important that there be no gap between the NFT meets and QT meets.</p>	
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**The meeting closed at 9:10pm**  
**The next meeting will be held at Wharenui Sports Centre on the 13<sup>th</sup> December 2016**