



SWIMMING CANTERBURY WEST COAST INC.

MINUTES OF THE BOARD MEETING

Meeting opened at 7pm on 30th October 2018 at Wharenui Pool Meeting Room

- 1. Present:** Wayne Rollinson (arrived 7:16pm), Chris Ponga, Monique Van Vugt (via phone), Scott Wagenvoord, Simon Moore
- 2. In Attendance:** Debbie Rahurahu
- 3. Apologies:** Kim Berquist, Rhys Pryde-Wall
- 4. Minutes of the previous meeting read and accepted**

Moved: Simon

Seconded: Scott

Carried

- 5. Matters arising:** Further discussion regarding H&S expectations at Jellie Park need to take place- this will be dealt with in General Business
- 6. Declarations of interest:** Nil
- 7. Correspondence in / out:**

SNZ

Anthony Bowler- NZ Short Course event details

Holly Fletcher- Selection Criteria 2019

Steve Johns- 2018 Swimming NZ Annual Report & Financial Statements

Makos

Regions

Sport Canterbury

Clubs

Waitaha- Response to the Board

Geraldine- Geraldine Carnival dates

Swim Timaru- South Island Country and Town

Temuka- Tier system and Carnivals

Geraldine- Permission for 3 swimmers to attend the Otago Anniversary LCM Meet, 14th October

QEII- Pool hire - Tairoa QE2 for QE2 Swim Club

QEII- Permission for Flynn McDonald to attend the Otago Anniversary LCM Meet

Wharenui- Permission for Spencer-Morgan children to swim at Kiwi Challenge Meet 20/-21 October



SWIMMING CANTERBURY WEST COAST INC.

MINUTES OF THE BOARD MEETING

Women 12-12 100 Free

1:00.23	Natasha A. Lloyd at South Island Championships 2008	5/09/2008
59.96	Arowa Z. Wilson at 2018 Anchor AIMS Games	10/09/2018

Women 11-11 100 Free

1:02.84	Arowa Z. Wilson at Jasi Christmas Cracker Meet 2017	1/12/2017
1:02.40	Hanna A. Abdou at 2018 Selwyn Spring Classic	22/09/2018

Women 11-11 200 Free

2:17.88	Hanna A. Abdou at Vikings Battle of the Ages 2018	18/08/2018
2:17.67	Hanna A. Abdou at 2018 Selwyn Spring Classic	22/09/2018

Women 15-15 1500 Free

17:30.39	Kyra E. Forrest at SCWC Distance Meet	6/11/2015
17:23.25	Bree Middleton at 2018 NZ Short Course Championships	2/10/2018

Men 14-14 50 Free

24.85	Satori J. Dobbie at Neptune Queen's Birthday Swim Meet 2014	30/05/2014
24.59	Zachary E. Knowles at 2018 NZ Short Course Championships	2/10/2018

Men 14-14 200 Breast

2:29.49	Ezekiel J. Pine at 2016 South Island Championships	26/08/2016
2:28.59	James M. Currie at 2018 NZ Short Course Championships	2/10/2018

Men 16-16 400 IM

4:26.38	Angus W. Kelliher at South Island Championships 2018	24/08/2018
4:24.60	Jack Sands at 2018 NZ Short Course Championships	2/10/2018

Men 17-17 1500 Free

15:39.51	Riley Taylor at South Island Championships 2018	24/08/2018
15:20.19	Quinton Hurley at 2018 NZ Short Course Championships	2/10/2018
15:26.44	Louis Clark at 2018 NZ Short Course Championships	2/10/2018

Men 50 Back

25.27	CAMERON J. JAMES at South Island Championships 2018	24/08/2018
25.15	CAMERON J. JAMES at 2018 NZ Short Course Championships	2/10/2018
25.19	Cameron J James at 2018 NZ Short Course Championships	2/10/2018

Men 100 Back

54.72	CAMERON J. JAMES at Wharenui Winter Olympics 2018	14/06/2018
54.50	CAMERON J. JAMES at 2018 NZ Short Course Championships	2/10/2018
54.60	CAMERON J. JAMES at 2018 NZ Short Course Championships	2/10/2018

Men 100 Fly

54.13	Matt PHILLIPS at 2017 NZ Short Course Championships	3/10/2017
54.06	Jeremy Tasker at 2018 NZ Short Course Championships	2/10/2018

Men 200 Fly

2:00.34	Guy Callaghan	10/09/1993
1:59.83	Jeremy Tasker at 2018 NZ Short Course Championships	2/10/2018

Men 400 IM

4:24.91	Tom Mcdonald	21/09/2003
4:23.09	Jeremy Tasker at 2018 NZ Short Course Championships	2/10/2018
4:24.60	Jack Sands at 2018 NZ Short Course Championships	2/10/2018



SWIMMING CANTERBURY WEST COAST INC.

MINUTES OF THE BOARD MEETING

Men 15-15 50 Free

24.00	WILLIAM J. CAMPBELL at 2011 NZ Short Course Champs	6/08/2011
23.50	Taiko H. Torepe-Ormsby at State Teams Championships 2018	3/10/2018

Men 15-15 50 Back

26.20	Angus W. Kelliher at 2017 NZ Short Course Championships	3/10/2017
26.04	Taiko H. Torepe-Ormsby at 2018 State Teams Championships	3/10/2018

Men 17-17 50 Back

26.30	Alasdair Shillito at 2009 Spring Competition	27/09/2009
25.88	Ezekiel J. Pine at 2018 State Teams Championships	3/10/2018

Men 17-17 100 Back

56.59	CAMERON J. JAMES at 2011 South Island Championships	23/09/2011
55.72	Ezekiel J. Pine at 2018 State Teams Championships	3/10/2018

Men 17-17 400 IM

4:28.97	Jordan E. Rahurahu at 2015 NZ Short Course Champs	11/08/2015
4:28.22	Ezekiel J. Pine at 2018 State Teams Championships	3/10/2018

Men 16-16 50 Back

26.00	Angus W. Kelliher at South Island Championships 2018	24/08/2018
25.65	Angus W. Kelliher at 2018 State Teams Championships	3/10/2018

Men 16-16 100 Back

55.22	Angus W. Kelliher at South Island Championships 2018	24/08/2018
55.13	Angus W. Kelliher at 2018 State Teams Championships	3/10/2018

Men 16-16 50 Fly

25.22	Satori J. Dobbie at 2015 Australian State Teams Age Championships	25/09/2015
24.73	Angus W. Kelliher at 2018 State Teams Championships	3/10/2018

Men 16-16 200 Fly

2:03.85	Angus W. Kelliher at 2018 SCWC Short Course Champs	3/08/2018
2:02.97	Angus W. Kelliher at 2018 State Teams Championships	3/10/2018

Men 200 Back

1:59.25	MATTHEW T. HUTCHINS at State 2013 NZ Short Course Champs	29/09/2013 WHACB -CB 1:59.25
1:59.25	Angus W. Kelliher at 2018 Stat 3/10/2018 1:59.25 NZL **	

Women 200 Free Relay

1:51.27	Aquagym Swimming Club	14/06/2018
1:48.79	Aquagym Swimming Club	2/10/2018
N. Johnson, R. Wagenvoord, E. Barron, N. Clulow		

Women 200 Medley Relay

1:58.87	Standard	12/05/2018
1:55.04	Jasi Swim Club	2/10/2018
K. McBride, L. Gordon, E. Rennell, M. Butler		

Men 200 Free Relay

1:36.92	Standard	12/05/2018
1:36.22	Aquagym	2/10/2018
C. JAMES, C. Jones, A. Yee, C. MCFADDEN		

Men 400 Free Relay

3:32.16	QEII	3/08/2018
3:31.31	Aquagym Swimming Club	2/10/2018
C. MCFADDEN, C. JAMES, C. Jones, L. Clark		



SWIMMING CANTERBURY WEST COAST INC.

MINUTES OF THE BOARD MEETING

Men 200 Medley Relay

1:46.73	QEII Swim Club	14/06/2018
1:44.29	Aquagym Swimming Club	2/10/2018
C. JAMES, C. MCFADDEN, A. Yee, C. Jones		

Men 400 Medley Relay

3:52.67	QEII	3/08/2018
3:49.41	Aquagym Swimming Club	2/10/2018
C. JAMES, L. Clark, A. Yee, C. MCFADDEN		

Moved: Monique

Seconded: Simon

Carried

10. Financial records

ACCOUNTS PAID:

DATE	DETAILS	AMOUNT
12/09/18	HTS Group Timing Pad	-635.38
14/09/18	SNZ Affiliation Swimmer	-341.75
14/09/18	Selwyn Aquatic Centr Silver Squad Lane Hire	-102.00
14/09/18	SNZ Affiliation Swimmer	-40.00
18/09/18	Pak n Save Rangiora (Board Meeting Supplies)	-20.67
18/09/18	BBIT Solutions Email Serv	-14.95
18/09/18	Warehouse Stationery Si Champs Stationery	-257.92
18/09/18	SNZ Affiliation Swimmer	-501.50
18/09/18	Office Systems Record Certs Payment	-521.01
18/09/18	David Prattley Silver Squad Coach flight	-724.00
21/09/18	Mitre 10 Rangiora (2 x tables)	-103.37
21/09/18	Paula Lilly Toner Payment	-149.00
21/09/18	CCC SCWC SC Pool Hire	-3,941.50
21/09/18	CCC Pool Hire SI Champs	-5,228.50
24/09/18	Pak n Save Rangiora (Goldsmirh Camp Food)	-276.53
24/09/18	Pak n Save Riccarton (Goldsmirh Camp Food)	-71.15
24/09/18	Pak n Save Riccarton (Goldsmirh Camp Food)	-14.71
24/09/18	Pak n Save Riccarton (Goldsmirh Camp Food)	-5.49
24/09/18	Maki Mono Sushi (Goldsmirh Camp Food-Coaches)	-58.20
24/09/18	Couplands Bakeries (Goldsmirh Camp Food-Coaches)	-98.46
01/10/18	Auckland Taxis	-24.00
01/10/18	Wharenui Sports Cent Squad Camp Pool Hire	-1,250.00
01/10/18	Multiple Payees Buttonsx4 Cables	-951.06
01/10/18	K Hurley SCWC Funding JPP & Oceania	-750.00
01/10/18	SNZ Affiliation Swimmer	-251.25



SWIMMING CANTERBURY WEST COAST INC.

MINUTES OF THE BOARD MEETING

01/10/18	Catholic Diocese of Booklets Squad Camp	-30.33
02/10/18	Jamaica Blue Auckland	-49.90
02/10/18	Christchurch Airport Parking (SNZ AGM)	-27.00
02/10/18	Moregold Sports Pty Squad Camp Coach Clinic	-3,000.00

OVERDUE ACCOUNTS:

Customer Name	Total	Current	UNPAID AMOUNTS		
			30 Days	60 Days	90 Days
AquaGym Swimming Club	100.00	100.00			
Ashburton Swim Club	20.00	20.00			
Christchurch Swimming Club	418.95		418.95		
Geraldine Swimming Club.	251.00	251.00			
Hokitika Swim Club	288.10	110.00	178.10		
Jasi Swim Club	180.50	180.50			
Oscar van Stekelenborg	110.50		110.50		
QEII Swim Club	801.00	70.25	730.75		
Selwyn Swimming Club	396.45	195.50	200.95		
Swim Timaru Inc	80.00		80.00		
Waverley Swimming Club	115.00		115.00		
Waitaha Swim Club	215.50		215.50		
Wharenui Swim Club	185.75	125.75	60.00		

Accounts

Moved: Scott

Seconded: Wayne

Carried

11. Funding Report

Provider	Purpose	Amount
Mainland Foundation	Canterbury Squads end of year trips	\$20,000.00
NZCT	Administrator's Salary	\$30,000.00
NZRB	Pool Hire for Regional Meets (\$14021.96)	\$7500.00
Pub Charity	Balance of Pool Hire (\$5890.85)	\$3000.00
Four Winds	Ribbons for 2018 Season (\$2675.00)	\$1000.00
First Sovereign Trust	Administrator Laptop	\$1200.00
Lions Foundation	Medals for 2018/2019 season	\$3000.00
Southern Trust	Bal. of Medals for 2018/19 & Sth Islands (\$5462.00)	\$4500.00
Youthtown	Pool Hire for South Islands	\$3866.00
Mainland Foundation	Funding for SCWC Squads 2018/19	\$20,000.00



SWIMMING CANTERBURY WEST COAST INC.

MINUTES OF THE BOARD MEETING

Declined Applications

Provider	Purpose	Amount
TTCF	Pool Hire for Regional Meets	\$15,059.94
Youthtown	Keepsake & perpetual trophy	\$605.55

Pending Application

Provider	Purpose	Amount
One Foundation	Pool Hire for Regional Meets to Feb 2019	\$12,941.65
NZCT	Administrator's Salary	\$30,000.00
Selwyn Community Fund	Pool Hire SCWC Relay Championships	\$1276.00

12. Membership

Registered Swimmers- Previous Seasons

Date	Competitive Swimmers	Club Swimmers
30/6/2018	643	191
30/6/2017	681	476
30/6/2016	684	179
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	

Note: Previous season totals for Club swimmers included all non-registered entrants for Canterbury Secondary Schools, who were loaded as Club swimmers. This was not necessary this year, hence the drop in numbers



SWIMMING CANTERBURY WEST COAST INC. MINUTES OF THE BOARD MEETING

Current Membership Numbers (as at 30 September 2018)

CLUB		<12 yrs	13/14YRS	15/16YRS	17/18YRS	>19YRS	TOTAL SWIMMERS
Aquagym	Comp	8	18	17	3	8	54
	Club	7	3	2			12
Ashburton	Comp	16	4	5	2		27
	Club						
Geraldine	Comp	1	3	2			6
	Club						
Greymouth	Comp	11	3	4	1		19
Hokitika	Comp	9	6		1	1	17
	Club	12					12
Jasi	Comp	18	19	13	8	4	62
	Club	11	5	3			19
MacKenzie	Comp						
	Club						
North Canterbury	Comp	16	30	13	4	2	65
	Club	5					5
QEII	Comp		2	2	7	3	14
	Club	8	1				9
Selwyn	Comp	5	9	10	5		29
	Club	11	4	1			16
Swim Timaru	Comp	24	13	10	2		49
	Club	7	2				9
Temuka	Comp	2	1	1			4
	Club						
Vikings	Comp	19	8	7	5	3	42
	Club	13					13
Waimate	Comp						
	Club						
Waitaha	Comp	20	16	7		1	44
	Club						
Westport	Comp	7	1				8
	Club	9	1				10
Wharenui	Comp	14	11	12	3	4	44
	Club	12	16	1		1	20
Totals by age		265	176	110	41	27	619

Updated figures above include Registered Financial swimmers only



SWIMMING CANTERBURY WEST COAST INC.

MINUTES OF THE BOARD MEETING

13. Health & Safety

a) Lag indicators

b) Lead indicators

Inspection of event equipment carried out - looking in particular at: test and tag of electrical components, IP rating (waterproof) of power sockets, RCD switching, condition of electrical cables and plugs and general condition of other equipment. Also noted were congestion on poolside.

c) Risks – items to be actioned

<p>Risk: safety of SCWC events equipment for swimmers and officials.</p> <p>Inspection of equipment carried out- Electrician to be contracted to test and tag electrical components, and test IP rating (waterproof) of power sockets, RCD switching, condition of electrical cables and plugs and general condition of other equipment- this will take place at the Aquagym Meet</p> <p>Touch pads are beginning to show their age with slats becoming brittle and perishing. A funding application for ten new pads has been prepared, with the existing pads to have any slats replaced as required until a new set is acquired.</p>	<p>Chris/Wayne/Debbie</p>
<p>Risk: safety of swimmers and officials from SCWC events equipment.</p> <p>Create an inspection checklist of events equipment so that the checklist can be completed prior to and after each event. Once a checklist is compiled it will be part of a dress/undress protocol for Clubs to follow. This will be completed once all testing has been carried out.</p>	<p>Chris</p>

14. Technical Committee

There has been no meeting held since the previous report.

A Technical Officials training seminar is being held on the 10th November at Wharenui, and has had a good response so far.

13. Events Committee

The Events Committee would like to go ahead with the Canterbury Champs from 17th to 20th January 2019 (Thursday to Sunday) as the Clubs we heard from were happy with the change. We plan to start the Sunday pm session 1 hr earlier to make it easier for those who want to drive home on Sunday. The morning sessions will be shorter than in previous years as we will have no medal ceremonies so there should still be a reasonable break. The morning sessions will be heats (and timed finals for the distance events) and the evening sessions will be finals, one open and also age group. Medals will be presented from the finals.

The flyer is being finalised and will be sent to the technical committee for their approval so we can get it on the website.

As we allow 12yr olds who turn 13 before SCWC Juniors to enter we hope they will be allowed to wear racing togs as they will be racing as 13yr olds. The new togs ruling comes into effect in January but we hope the SCWC Board will allow these swimmers dispensation.



SWIMMING CANTERBURY WEST COAST INC.

MINUTES OF THE BOARD MEETING

SCWC Board Responses:

The Board concurs with the changes of dates and hopes that this will assist in securing a greater number of volunteers to help at the meet.

A discussion was held regarding the request for dispensation for 12year old athletes at SCWC Championships to be exempt from the SCWC Technical Suit policy which comes into effect on the 1st January 2019. The Board concluded that an exemption should not be granted and the policy would be implemented as notified, to all meets after the 1st January 2019- SCWC Championships included.

1. Follow up Items from Previous Meetings	
<p>SCWC Annual Awards evening seemed to be a success and enjoyed by all who attended. A Google Form survey will be sent out to all Clubs and attendees to ask for feedback and suggestions for improving the event going forward</p>	Debbie/Chris
<p>CCC have advised they are happy to fund \$15,000 towards to cost of a swimming only scoreboard in that event. (Total cost for a swimming only Calypso Score Board, plus mounting system is \$28580.50 ex GST The SCWC Board is happy to pay the balance to a maximum of \$15,000 towards the cost- CCC have been advised, and are just waiting for HTS to supply specs of wall mount to confirm it will fit in the wall space available</p>	Wayne/Debbie
<p>SCWC need to establish RSA business agreement with CCC going forward as it relates to booking charges and billing for all lane space allocated to SCWC- still to be discussed and finalised with CCC CCC want SCWC to bear the responsibility of allocating our share of lane space to individual clubs. SCWC negotiated lane space with water-polo and CCC which has since been allocated to the QEII club, but do not want to be involved in the negotiations for Jellie Park as this involves a private contractor. Jasi have met with CCC independently. The details of the RSA with CCC are still to be addressed</p>	Wayne
<p>Ongoing Policy development- Declaration of interests, annual budgets, risk management Chris is developing a Financial Management Policy as part of the ongoing review of the Health and Safety Plan</p>	Chris

14. General Business	
<p>The Waitaha Tier 1 meet and SIC&T are on the same weekend next year- the Board is happy to authorise attendance for swimmers attending the meet in Blenheim as this will only affect a very small number of athletes as most Tier 1 will not qualify for SIC&T</p>	
<p>SCWC Championships- Event date has changed to Thur-Sun Debbie to go out to Clubs, and to Otago and Southland, to get an indication for the number of Officials who are already prepared to commit to assisting at this meet</p>	Debbie
<p>Doreen Brown Trust- Marlene Morrison, along with the other Trustees, would like to begin winding this trust up and expend the remaining funds helping Learn to Swim for lower decile schools. The SCWC Board agrees that the trust should be dissolved and will request that Michael Toomey look into the legal requirements. There may be some legal</p>	



SWIMMING CANTERBURY WEST COAST INC. MINUTES OF THE BOARD MEETING

costs incurred by SCWC and these may be refunded as the Trust is wound up.	
<p>SNZ AGM- Wayne reported on the SNZ AGM. SCWC were the only region to have elected its Board in line with both its own and SNZ's constitution, and therefore were the only region able to vote. The required amendments to the SNZ Constitution were voted through and were to be presented by SNZ to the Societies Registry the following day.</p> <p>SNZ will be forming a Constitutional Review Panel, in order that any other amendments which may be needed to bring both National and Regional constitutions into line, may be addressed</p>	
<p>Correspondence from Swim Timaru- the Events Committee acknowledge that it has been some time since a regional event was held in Timaru and are looking at moving the 2019 XLR8 Meet in November (the earlier XLR8 meet cannot be moved due to constraints of a funding application).</p> <p>Without a qualified referee Timaru cannot hold their own Tier 3 meet unless a referee from outside the area volunteers- this issue will be tabled with the Technical Committee at their next meeting, with the outcome reported back to the SCWC Board.</p> <p>Debbie to respond to Timaru with an update</p>	Debbie
<p>SNM Junior "Makos" are again attending the Wellington All Stars Zonal Festival- the times are easier. SCWC does not support this and believes they should not continue to be allowed to swim at a Festival outside of their Zone. A precedent is being set, and the Zones become meaningless if regions can choose to attend whatever Zonal meet suits best. A letter is to be forwarded to SNZ outlining SCWC's position, as they are the meet organisers.</p>	Wayne
<p>There has been some indication from Clubs that funding is proving harder to come by. Debbie to contact all Clubs to ascertain what sorts of things they are applying for, their success rate and what proportion of their amount applied for is being approved, for further consideration.</p>	Debbie
<p>Jellie Park Health & Safety- Debbie has forwarded a report from SI Champs and has been informed that CCC were to hold a meeting to establish their Fire Safety and Evac plans for events. It is understood that this meeting has taken place but we have as yet had no communication from CCC. Debbie to follow this up</p>	Debbie

The meeting closed at 10:07pm

**The next meeting will be held at the Wharenui Sports Centre
Meeting Room on the 3rd December at 7pm**