



# SWIMMING CANTERBURY WEST COAST INC.

## MINUTES OF THE MANAGEMENT COMMITTEE MEETING

Meeting opened at Joe's Garage, Riccarton at 6.30pm 9 December 2013

1. **Welcome:** Wayne Rollinson (President) welcomed those present
2. **Present:** Janice Rennell, Gill Cain, Christine Cassin, Fiona Campbell, Brian Pitt, Graham Scammell, Lesley Huckins (arrived late)
3. **Observers:** Greg Crawford
4. **In Attendance:** Amanda MacLeod (Administrator)
5. **Apologies:** Anthony Whitcombe, Brigitte Mahan,

Moved: Brian      Seconded: Graham      Carried

### 6. Minutes of the previous meeting read and accepted

Moved: Janice      Seconded: Fiona      Carried

### 7. Matters arising:

Nothing to report

### 8. Correspondence in:

#### SNZ

- RE: Regional Constitution - Revised Draft - Oct 2013
- NZ National Team Training Camps and Preparatory Competitions: 2014 Altitude Camp Eligibility Criteria
- International Clearance
- Technical Officials for the Oceania Championships
- Swimming New Zealand Swim Teacher Award
- Water Safety New Zealand Board Member - Core Member Representative / Swimming New Zealand
- SNZ Recruiting for 2 x HPC Coaches

#### Clubs

- Swim Lake Hood
- Permission to attend Otago Juniors – Violette Perry (Aqg) Olivia Wrathall (Jasi)
- Permission to Travel - Hunter Ferguson-Wilson to attend Wellington Champs
- Canterbury Squad Criteria 2014
- Letter of Support for Vikings Swim Club for Salary Application for coaches at Canterbury Community Trust
- Waitaha requested from SNZ membership numbers of clubs in the SCWC region
- Feedback received from Aquagym, Ashburton, Jasi, Temuka, Timaru, Waitaha and Wharenui on the targeted meets
- Aquagym sprint meet request
- Permission to swim Forrest Swimmers (WHA) to swim at the Wellington Long Course Champs from 17 – 20 January, 2014.



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### Regions

- Nelson-Marlborough Country & Town champs - 11 Jan 2014
- Waikato Regional Newsletter 'WarmUp' November/December
- 2014 South Island Country and Town Competition
- name change: Nelson SC now Tasman SC
- NZ Open Swim Champs- Auckland 2014
- Pool Hire - SCWC Champs

### Sport Canterbury

- 2014 Marriotts Hadlee Sports Awards - Nomination Forms
- RE: REMINDER: Sports Executive Breakfast November 2013
- Report Card Presentation
- Vacancy: Sport Capability Advisor
- Sports Executive Breakfast November 2013

### Others

- School Sport Canterbury Donation \$300.00
- HART Sport New Zealand 2013 Clearance Sale
- Your grant application at the The Canterbury Community Trust is being processed.
- Hagley Oval Newsletter November 2013
- OFFICIALS EXAMS
- HTS Group Ltd establish Australasia Sports Timing
- CCC Swimming Canterbury West Coast Inc #6762 Grant Confirmation
- CWC Junior Champs Timaru AWD Enquiry
- South Island Champs 2014

### 9. Correspondence out

- FW: Fraud Presentation attached.
- FW: Toddler Pool Access
- CCC Customer Satisfaction Survey with Support Provided to Community Based Recreation and Sport Organisations
- SNZ – SCWC Feedback on revised Regional Constitution
- SCWC Region(Club & Tech Officials) – Targeted Meets final Calendar, circulated and feedback requested on proposed dates of non-targeted meets
- Trailer Insurance Confirmed with Marsh Ltd

Moved: Fiona

Seconded: Gill

Carried

### 10. Transfers

Katie Kenneally has now retired and will not be completing her transfer request as previously indicated

Moved:

Seconded:

Carried

### 11. Records

None to report

Moved:

Seconded:

Carried



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### 12. Financial records

#### ACCOUNTS PAID:

DATE	DETAILS	AMOUNT
1-Nov-13	Printer	430.95
1-Nov-13	Air NZ Silver	1,932.00
1-Nov-13	Air New Zealand Platinum	7,973.94
1-Nov-13	Sympathy Card	7.20
4-Nov-13	SNZ Penalty	100.00
4-Nov-13	Transfers	18,000.00
8-Nov-13	Farmers	79.92
11-Nov-13	Transport H Bronze	4,443.60
11-Nov-13	Air NZ Gold Squad	9,125.36
11-Nov-13	Memorial Towels	48.00
13-Nov-13	Storage Station Ltd Storage	130.00
13-Nov-13	Travel Insurance	102.00
13-Nov-13	Officials Whistles	131.41
13-Nov-13	Nags Managers	139.50
13-Nov-13	Helen Tait SC Nags Flights	256.95
13-Nov-13	PAYE October 10172479	632.58
13-Nov-13	AK West Motel Auck Silver	3,212.00
18-Nov-13	C Cassin	-30.50
20-Nov-13	WESTPAC Business Crd	3,605.36
20-Nov-13	CCC Platinum Training	104.00
20-Nov-13	CCC Spring Carnival Pool Hire	429.00
21-Nov-13	Office Exp Nov	65.00
21-Nov-13	Ph/Internet November	134.34
21-Nov-13	Aerofast Tiedowns Lt Trailer	126.50
21-Nov-13	Entry Fees Silver Squad	1,032.00
21-Nov-13	5474-33**-****.*592 transfer	1,500.00
25-Nov-13	Caloundra (Qld Squad	1,104.57
27-Nov-13	Storage Station Ltd Storage	130.00
27-Nov-13	Southland BronzeEntry Fees	7.80
27-Nov-13	F Dooley Travel Insur	106.00
27-Nov-13	Pro Aqua Services Lt Dev	107.50
27-Nov-13	SNZ Entry Fees QLD	500.10
27-Nov-13	Menzies College Bronze Meals	5,600.00
27-Nov-13	Annual Return Fee	51.11
29-Nov-13	XCM Group Squad Tee	22.43
29-Nov-13	XCM Group Squad Tees	418.60
29-Nov-13	D E Norris A Norris Bronze	555.20
29-Nov-13	XCM Group Squad Tees	946.45
29-Nov-13	SNZ Squad Entry Fees	1,470.22
29-Nov-13	Balmoral Lodge Motel Bronze	6,470.00
29-Nov-13	Hale Manufacturing L Trailer	11,500.00
		84,571.93



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### OUTSTANDING INVOICES:

AQG	28-Sep-13	Inv	13905		100.00
ASH	14-Aug-13	Inv	13848		37.50
	8-Sep-13	Inv	13873		85.00
	28-Sep-13	Inv	13908		65.00
JAS	8-Sep-13	Inv	13872		170.00
	18-Sep-13	Inv	13888		85.00
	22-Sep-13	Inv	13893		1172.00
	7-Oct-13	Rec	1161	Receipt	-110.00
NTH	22-Sep-13	Inv	13896		1366.50

### ACCOUNTS to PAY:

Pool Hire	\$853.40
Warehouse Stationery	\$129.95
Memorial Championships Medals	\$1075.82

Moved: Fiona                      Seconded: Brian                      Carried

### 13. Funding Report

Application	Reason	Successful	Pending	Declined
Trust Aoraki	Junior Champs Pool Hire/Medals Oct 13	\$3000.00		
Pub Charity	SCWC Caps/ Medals Nov 12	\$4807.00		
NZ Community Trust	Swimmers/Officials Accom SCWC Champs		24500.00	
YouthTown	Memorial Meet Pool Hire Nov13		\$1125.00	
Business Sponsorship	Memorial Meet Officials Nov13	\$ 1437.50		
Business Sponsorship	Canterbury Champs Nov 13	\$ 4025.00		
Templeton Swimming Club	Officials Funding Nov 13	\$1000.00		
Canterbury Community Trust	Salary and Office Exp Nov13		\$38750.00	
Lions Foundation	Canterbury Champs Pool Hire Nov 13		\$6097.00	



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### 14. Reports

a) **Technical:** Nothing to report

**b) Selectors & Awards Committee**

Nominations for the 2014 Marriotts Hadlee Sports Awards will be submitted by the 11th December  
The following people have been nominated and put forward by the SCWC Awards Committee

- Junior Female Sportsperson of the Year – *Natasha Lloyd*
- Junior Male Sportsperson of the Year – *George Schroder*
- Sports person of the Year with a disability – *Sophie Pascoe*
- Official of the Year – *Lesley Huckins*
- Lifetime Achievement – *Marlene Morrison*
- Junior Sports Team - *QEII*

### 15. General business

- SCWC will hold a meet on the 8th February and the proceeds of the meet will go towards coaching and officials training and development.
- Wayne moved that Gill will organise a gift for Richard Bowden for work on the trailer to the value of \$200 as a thank you.  
Moved: Wayne    Seconded: Janice    Carried
- It was decided to review the use of the Lockup garage as it is costing the region \$2700.00 per year and it's not fully utilised except for storing a lot of junk.
- Memorial meet / Junior carnivals, Lesley reported that the Memorial Meet was good and the equipment worked well. It was a shame there were so few swimmers. The committee will look at when to hold this meet in the future. The mixed relay needs to be 2 females and 2 males.
- Amanda has emailed clubs to find out who may be attending Canterbury Champs as an Official.
- An email has gone out asking clubs to request dates for a non-targeted meet, clubs need to reply back by the 20<sup>th</sup> December if they wish to hold a non-targeted meet. If a club already has a targeted meet allocated to them on the competition calendar the committee has unanimously agreed they cannot apply to hold a non-targeted meet because this will negate the purpose of the new calendar which is all about delivering the best outcome for the swimmers and provide the best pathway forward possible.
- SI Champs dates are 27<sup>th</sup>, 28<sup>th</sup> and 29<sup>th</sup> September and will be held in Timaru.
- Aquagym's request to hold an extra sprint meet on 14<sup>th</sup> June 2014 was declined, for the reason noted above.
- A reminder to clubs that they cannot apply for funding to The Mainland Foundation.
- Wayne moved that on maturity we combine our investments and then re-invest 3 x \$55,000 so we still spread the maturity. Janice to be given authority to seek the best rate but any recommendation to change banks must come back to committee for approval.

Moved: Wayne

Seconded: Gill

carried

**The meeting closed at 7.30pm**

**Next meeting will be on the February 10th at 7.30pm 2014 at 2/9 Washington Way**