



SWIMMING CANTERBURY WEST COAST INC.

MINUTES OF THE BOARD MEETING

Meeting opened at 7pm on 17th September 2018 at Wharenui Pool Meeting Room

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

Moved: Chris

Seconded: Monique

Carried

5. **Matters arising:** None

6. **Declarations of interest:**

Chris Ponga- Appointed to the BOT for Villa Maria College

7. **Correspondence in / out:**

SNZ

2018 Swimming NZ AGM
Pre-AGM Members Briefing
Result of SNZ Board Election
Appointed Board Member Announcement
Annual Reports + Financials

Makos

SISS rotation to SCWC- calendar date clash

Regions

Swimming Otago- Amended Tech Suit Policy
Swimming Waikato- Banning Technical / Performance Race Suits for Swimmers Aged 12 and Under

Sport Canterbury

Linda Kenney- Coaches Forum - Women In Sport: Tuesday 4 September South Canterbury

Clubs

Ashburton- Permission for Bree Middleton to attend the Otago LC Meet on the 14th October 2018
Jasi- Permission for Connor McCullough to attend the Otago LC Meet
Geraldine- Permission to hold Geraldine Carnival on the 8th December- sought and granted by the SCWC Events Committee
QEII- Questions for Martin (CCC) re noticeboard, trophy cabinet and pool depth adjustment



SWIMMING CANTERBURY WEST COAST INC.

MINUTES OF THE BOARD MEETING

Swim Timaru- Permission for a number of swimmers to attend the Cromwell Meet- see General Business

Other

Grace Prendergast- Swimming Canterbury West Coast- Speaking engagement
Steve Gurney- Speaking engagement
Jake Bailey- Speaking engagement
Wayne Goldsmith- Coaching Clinic 23rd September
Margaret Fiveash- Agreement to suggested protocols for Templeton funds
IRD- Shifting to payday filing
Quinton Hurley- Application for funding

Correspondence

Moved: Simon

Seconded: Kim

Carried

8. Transfers

Mr M A Clough from Ashburton Swim Team to Ashburton College
Mr O P K Wheeler from Vikings Swim Club Inc to Jasi Swim Club
Mr F P O'Gara from Greymouth Amateur Swimming Club to Hokitika Amateur Swim Club

Moved: Simon

Seconded: Kim

Carried

9. Records

Women 11-11 200 Free

| | | |
|---------|---|------------|
| 2:18.55 | Kyra E. Forrest at Jasi Winter Meet 2012 | 22/06/2012 |
| 2:17.88 | Hanna A. Abdou at Vikings Battle of the Ages 2018 | 18/08/2018 |

Women 11-11 200 IM

| | | |
|---------|---|------------|
| 2:39.41 | Arowa Z. Wilson at 2017 Aquagym Challenge | 3/11/2017 |
| 2:36.28 | Hanna A. Abdou at Vikings Battle of the Ages 2018 | 18/08/2018 |

Men 10-10 50 Fly

| | | |
|-------|---|------------|
| 34.68 | Taiko H. Torepe-Ormsby at Wharenui Winter Olympics 2014 | 27/06/2014 |
| 34.31 | Jackson Close at Vikings Battle of the Ages 2018 | 18/08/2018 |

Men 10-10 100 Fly

| | | |
|---------|--|------------|
| 1:16.73 | Jackson Close at Ash Splash | 19/05/2018 |
| 1:16.14 | Jackson Close at Vikings Battle of the Ages 2018 | 18/08/2018 |

Women 12-12 50 Free

| | | |
|-------|---|------------|
| 28.26 | Arowa Z. Wilson at 2018 QEII Ruth Woolley Memorial Meet | 10/02/2018 |
| 28.10 | Arowa Z. Wilson at South Island Championships 2018 | 24/08/2018 |

Women 12-12 200 Back

| | | |
|---------|---|------------|
| 2:22.72 | Hope R. Chmiel at 2018 SCWC Short Course Champs | 3/08/2018 |
| 2:22.43 | Hope R. Chmiel at South Island Championships 2018 | 24/08/2018 |

Women 12-12 50 Fly

| | | |
|-------|---|------------|
| 30.74 | Kyra E. Forrest at QEII Sprint Meet | 2/02/2013 |
| 29.87 | Jenny Song at South Island Championships 2018 | 24/08/2018 |



SWIMMING CANTERBURY WEST COAST INC.

MINUTES OF THE BOARD MEETING

Women 12-12 200 IM

2:28.63 **Natasha A. Lloyd at South Island Championships 2008 5/09/2008**
2:28.47 Hope R. Chmiel at South Island Championships 2018 24/08/2018

Men 16-16 50 Back

26.27 **Satori J. Dobbie at 2015 Australian State Teams Age Championships 25/09/2015**
26.00 Angus W. Kelliher at South Island Championships 2018 24/08/2018

Men 16-16 100 Back

56.36 **Angus W. Kelliher at 2018 SCWC Short Course Champs 3/08/2018**
55.22 Angus W. Kelliher at South Island Championships 2018 24/08/2018

Men 16-16 200 Back

2:04.44 **Alasdair Shillito at 2008 Spring Competition** **28/09/2008**
1:58.08 Angus W. Kelliher at South Island Championships 2018 24/08/2018

Men 16-16 100 IM

58.43 **Steven Lim** **24/09/2003**
57.71 Ezekiel J. Pine at South Island Championships 2018 24/08/2018

Men 16-16 200 IM

2:06.43 **MATTHEW T. HUTCHINS at 2011 NZ Short Course Champs 6/08/2011**
2:02.94 Ezekiel J. Pine at South Island Championships 2018 24/08/2018

Men 16-16 400 IM

4:29.36 **Angus W. Kelliher at 2018 SCWC Short Course Champs** **3/08/2018**
4:26.38 Angus W. Kelliher at South Island Championships 2018 24/08/2018

Men 17-17 1500 Free

16:07.25 **George T. Eglesfield at 2011 South Island Championships 23/09/2011**
15:39.51 Riley Taylor at South Island Championships 2018 24/08/2018

Men 50 Back

25.27 **CAMERON J. JAMES at 2017 NZ Short Course Championships 3/10/2017**
25.27 CAMERON J. JAMES at South Island Championships 2018 24/08/2018

Moved: Kim

Seconded: Monique

Carried



SWIMMING CANTERBURY WEST COAST INC.

MINUTES OF THE BOARD MEETING

10. Financial records

ACCOUNTS PAID:

| DATE | DETAILS | AMOUNT |
|----------|-----------------------------|-----------|
| 16/08/18 | Marsh Limited Insurance | -523.25 |
| 16/08/18 | St Peters School Squad | -381.60 |
| | Accom Waikato dep | |
| 16/08/18 | Selwyn Aquatic Centr | -312.00 |
| | TriSeries Pool Hire | |
| 16/08/18 | Adrian Cook Awards night | -200.00 |
| 16/08/18 | Wayne Rollinson SNZ AGM | -226.00 |
| | Flights 26834507 (B/state | |
| 21/08/18 | Countdown (Plastic cups) | -13.99 |
| 22/08/18 | Air New Zealand (Squad | -327.00 |
| | Pathway- Coach Airfare to | |
| | Australia) | |
| 23/08/18 | Hannah Bates CWC | -375.00 |
| | Funding JPP 26933479 | |
| 23/08/18 | DJ Rahurahu SIC Relay | -1,600.00 |
| | Prize money 26933547 | |
| 23/08/18 | Catholic Diocese of Annual | -43.47 |
| | Rport Printing 26933537 | |
| 23/08/18 | ACC ACC Levy Payment | -284.36 |
| 29/08/18 | Papanui Club | -24.50 |
| 30/08/18 | David Prattley Squad Coach | -1,287.00 |
| | Aus Flights 27034393 | |
| 30/08/18 | CB & JC Waller Annual | -250.00 |
| | Reprt Design 27034327 | |
| 30/08/18 | House of Trave Shirl Plat | -6,165.00 |
| | Squad QSC Accom | |
| 30/08/18 | Selwyn Swimming Club (Inv: | -100.00 |
| | 15558:SC SCWC Champs | |
| | Entry Fees- Refund | |
| 30/08/18 | Ron Clarke Whistles Refund | -67.20 |
| 30/08/18 | Wharenui Swim Club (Inv: | -60.00 |
| | 15557:SC SCWC Champs | |
| | Entry Fees- Refund | |
| 31/08/18 | The Warehouse Stationery | -154.99 |
| | (Printer Toner and paper) | |
| 03/09/18 | Bayview Eden Melbourne | -5,285.67 |
| | (Squad Pathway- | |
| | Accommodation) | |
| 05/09/18 | Tasman (Inv: 15577:South | -138.00 |
| | Island Championships- entry | |
| | fees) | |
| 05/09/18 | SNZ Affiliation Swimmers | -171.00 |
| 07/09/18 | Jetstar (SNZ AGM flights) | -417.00 |



SWIMMING CANTERBURY WEST COAST INC.

MINUTES OF THE BOARD MEETING

OVERDUE ACCOUNTS:

| Customer Name | Total | Current | 30 Days | 60 Days | 90 Days |
|---------------|-------|---------|---------|---------|---------|
| TOTAL | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |

Moved: That two renewable term deposits of \$35,000 each be set up, 1 for 30 days and 1 for 90 days, using funds currently in the SCWC On-Call Account, leaving \$20,000 in operational funds and any remaining balance in that account to be transferred into a higher interest bearing Online Bonus Saver Account

Moved: Kim

Seconded: Scott

Accounts

Moved: Chris

Seconded: Simon

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 |

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 |
| Mainland Foundation | Funding for SCWC Squads 2018/19 | \$20700.00 |
| NZCT | Administrator's Salary | \$30,000.00 |



SWIMMING CANTERBURY WEST COAST INC. MINUTES OF THE BOARD MEETING

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

Current Membership Numbers (as at 30 August 2018)

| CLUB | | <12 yrs | 13/14YRS | 15/16YRS | 17/18YRS | >19YRS | TOTAL SWIMMERS |
|-------------------------|------|---------|----------|----------|----------|--------|----------------|
| Aquagym | Comp | 9 | 18 | 17 | 3 | 6 | 50 |
| | Club | 5 | 1 | 1 | | | 7 |
| Ashburton | Comp | 16 | 6 | 3 | 2 | | 27 |
| | Club | | | | | | |
| Geraldine | Comp | 1 | 4 | 1 | | | 6 |
| | Club | | | | | | |
| Greymouth | Comp | 2 | 2 | 3 | | | 7 |
| | Club | | | | | | |
| Hokitika | Comp | | | | | | |
| | Club | | | | | | |
| Jasi | Comp | 17 | 16 | 13 | 7 | 4 | 57 |
| | Club | 11 | 4 | 3 | | | 18 |
| MacKenzie | Comp | | | | | | |
| | Club | | | | | | |
| North Canterbury | Comp | 21 | 26 | 12 | 4 | 2 | 65 |
| | Club | 2 | | | | | 2 |
| QEII | Comp | | 2 | 4 | 6 | 2 | 14 |
| | Club | 7 | 1 | | | | 8 |



SWIMMING CANTERBURY WEST COAST INC. MINUTES OF THE BOARD MEETING

| | | | | | | | |
|----------------------|------|-----|-----|-----|----|----|-----|
| Selwyn | Comp | 6 | 11 | 7 | 5 | | 29 |
| | Club | 10 | 2 | 1 | | | 13 |
| Swim Timaru | Comp | 22 | 13 | 9 | 2 | | 46 |
| | Club | 8 | 1 | | | | 9 |
| Temuka | Comp | 2 | 1 | 1 | | | 4 |
| | Club | | | | | | 5 |
| Vikings | Comp | 18 | 8 | 8 | 4 | 2 | 40 |
| | Club | 9 | | | | | 9 |
| Waimate | Comp | | | | | | |
| | Club | | | | | | |
| Waitaha | Comp | 19 | 12 | 6 | | 1 | 38 |
| | Club | | | | | | |
| Westport | Comp | 4 | | | | | 4 |
| | Club | 4 | | | | | 4 |
| Wharenui | Comp | 15 | 14 | 10 | 2 | 4 | 45 |
| | Club | 10 | 5 | 1 | | | 16 |
| Totals by age | | 218 | 147 | 100 | 35 | 21 | 521 |

Updated figures above include Registered Financial swimmers only

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.</p> <p>Touch pads are beginning to show their age with slats becoming brittle and perishing. A funding application for ten new pads is to be prepared, with the existing pads to have any slats replaced as required until as new set is acquired.</p> | Chris/Wayne/Debbie |
| <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> | Chris |



SWIMMING CANTERBURY WEST COAST INC.

MINUTES OF THE BOARD MEETING

14. Technical Committee

We welcome Simon Moore to the Committee and as our Board liaison.
Election of a chair was deferred until our next meeting.

Tier System.

Debbie Rahurahu attended our meeting on 6th September to outline the Tier system.
It was agreed that in fairness to all swimmers attending Tier 3 Unapproved Meets there will be NO disqualifications, this is to ensure all swimmers are treated equally.

Officials.

Lesley Huckins will take an introduction/training session for new officials on Saturday 10th November.
Lesley will also take a session with referees and trainee referees.

This year we will approach the Clubs officials coordinators and offer to attend their club nights to work with the clubs to encourage more trainees.

Canterbury Champs.

The Committee are very concerned about getting enough Officials for Canterbury Champs in Dunedin 16-19 January 2019.

We urge the Board to ask the Clubs for an indication of numbers available to attend.
At this stage Christine Cassin is the only SCWC referee available and only for the Friday and Saturday.

Have the Board considered combining Canterbury Juniors with Canterbury Champs?

Or changing the dates to Thursday to Sunday?

Officials KPIs Table.

The Table is attached.

The opening numbers for this season 2018/2019 are the SNZ registered Financial Voting Technical Officials as the end of the SNZ financial year.

| Task / Duty | Qualified Numbers (A) | Target % increase 12 Month period (B) | Target Numbers (C) | Year To Date Numbers (D) | Changes (E) |
|--------------------|--------------------------|---|-----------------------|--------------------------------|----------------|
| IOT – Regional | 37 | 20% | | | |
| Regional JOS | 4 | 20% | | | |
| IOT – National | 19 | 25% | | 18 | -1 |
| IOT - Nat & JOS | 5 | 20% | | | |



SWIMMING CANTERBURY WEST COAST INC.

MINUTES OF THE BOARD MEETING

| | | | | | |
|------------------|---|-----|--|---|----|
| Regional Starter | 5 | 15% | | 6 | +1 |
| National Starter | 1 | | | | |
| Regional Referee | 5 | 15% | | | |
| National Referee | 7 | 10% | | | |

Fire Safety at Jellie Park.

After Session Two of the South Island Championships on Friday 24 August, I (as Technical Director) was called back to Jellie Park to meet with Wayne Hamilton, Fire Risk Management Officer, Fire Emergency New Zealand.

Background:

The sports pool was double booked from 6.30pm.

The meet was due to finish at 7.30pm and water polo were booked from 6.30pm.

Debbie contacted the Council and water polo agreed to delay their start and we shortened warm-up to finish earlier. Unfortunately water polo parents were not aware of the change and arrived in the training pool area during marshalling for the relays. This caused a bottle neck of people in the area by the spa pool blocking access. I understand this was when the Fire Risk Management Officer arrived.

I met with Wayne and Maddie, CCC Events team.

Fire Safety have been working with the CCC to ensure fire risk is managed during the building work at Jellie Park.

The fire exits from the sports pool to the outdoor area cannot be used at this time.

Fire Safety required the following measures be put in place for the Meet to continue.

All fire exits and egresses must be keep clear at all times and all trip hazards must be removed.

1. We were to have two designated fire wardens in SCWC polos.
One in the entrance area to the training pool (marshalling area), in addition to the two marshalls, to keep the egress across the end of the pool to the fire exit clear of all swimming people at all times and in the event of an emergency to immediately clear the barriers used in the marshalling area out of the way as it a trip hazard. The other fire warden is to be at the turn end of the sports pool to keep the area by the doors to the training pool clear at all times.(on his arrival on Friday night this area was blocked with coaches and chairs)

The Council were also required to have a Fire Warden in hi-vis in the sport pool for the Meet.

2. Teams were seated in the training pool area for this Meet. The first bay was not to be used for seating and the clothing bins were to be put up on the seats, to keep the floor clear of trip hazards.
3. The Chief Timekeeper can not have a table at the start end of the pool by the entrance doors.



SWIMMING CANTERBURY WEST COAST INC. MINUTES OF THE BOARD MEETING

4. The Announcer's table and sound system speaker cannot be protruding into the access way at the start end of the pool. The Announcer was shifted to the turn end of the pool for the Meet.
5. Control table, in the event of emergency the Quantum operator was designated to immediately push the tables back against the wall to clear the area.
The Camera operator is to remove the stand in an emergency, trip hazard.

Note: SCWC will need to purchase two smaller tables.

The chief timekeeper can have a narrow table that sits parallel to the council cubby hole storage unit.

The sound system speaker stand can be fitted in the corner beside this table.

No barriers to be on the pool deck in this area, trip hazards.

The pool deck is to be kept clear of all bags and other trip hazards at all times.

The timekeepers and IOTs at the start end were to be briefed and in an emergency they must clear the area of all chairs and equipment, onto the end of the pool or into the pool if safe to do so.

Turn end IOTs to remove their chairs from the area in the event of an emergency.

Before the Meet continued.

Briefings to be held with the Coaches, Team Managers, Marshalls, Officials and Timekeepers advising them of their responsibilities in the event of an emergency.

At the start of each session the announcer is to announce the locations of the fire exits.

The Fire Risk Management Officer returned to Jellie Park during Session 3 to check that we were compiling with their requirements. He was happy with the changes and procedures we had put in place. (200% improvement). He offered to meet with SCWC to discuss fire safety.

After talking to Chris Ponga, I emailed Wayne Hamilton asking if he would meet with Chris, myself Technical, Fiona Events and Debbie Admin but I have not had a response.

I have his contact details if the Board would like to arrange a meeting.

SCWC Board response:

The SCWC Board wishes to extend its thanks to you on your handling of the situation that arose at the South Island Championships with regard to the Fire and Safety Officer's concerns.

As you will have now seen, we will be arranging a meeting with CCC to clarify where our responsibility lies, when holding an event at the Jellie Park Pool.

In the meantime, the Board has approved the purchase of the two new tables deemed necessary to ensure the Health and Safety of our members.

The SCWC Board is concerned that the region does not have an adequate number of regionally qualified Referees to enable the load on our more senior officials to be lessened and welcomes all and any actions being undertaken by the SCWC Technical Committee to rectify this situation. The region needs to be proactive in future proofing itself against a potential crisis when it comes to our number of qualified referees.



SWIMMING CANTERBURY WEST COAST INC.

MINUTES OF THE BOARD MEETING

With regards Canterbury Champs, the SCWC Events will be going out to Clubs shortly to inquire if moving the dates from the 16-19th to the 17-20th would adversely affect any accommodation bookings, and if not then the Championships will be moved to enable more of the meet to be held over the weekend. The original dates were an inherited booking from Swimming Otago, but Moana have confirmed that they will allow us to move the booking if we wish.

13. Events Committee

Fiona Campbell was elected Chair. All members agreed

The pads are needing more and more attention and one is beyond repair. Andrew will try and mend them, changing slats and buttons etc, to keep them going. Would the Board be willing to purchase some more? We recommend purchasing 8 as on the odd occasion we use a 10 lane pool we can still use our existing ones.

New Records – we recommend that at the next meet that has 10 and U relays we use the results to fill in the gaps in the Standards for SCWC records.

Liaison member – we would like to invite the Board to supply a member to liaise between us and them. We would recommend Scott Wagenvoord.

Upcoming meets:

SCWC Carnivals -

- We recommend the Carnivals are all stand alone and not part of a series with series winners.
- We would like to suggest to the Board that the SCWC Carnivals are approved meets when they can be (if they don't have the required number of officials then they become an unapproved meet).

Development Champs –

- We recommend that we accept converted times and would like to close relays a day after individual entries to allow clubs to enter those. We are happy to accept NTs for this meet.

Canterbury Champs –

- We recommend changing the relay age groups to be in line with SCWC records.
- A clause needs to be added about the pool being too shallow so Hollander cup starts at the shallow end in the water and to clarify the ruling that at takeover the swimmer leaving has to have their hand on the wall until the swimmer coming in touches the wall.

SCWC Board responses:

The Board congratulates Fiona Campbell on her reappointment as SCWC Events Committee Chair.

The SCWC Board has approved a funding application to NZRB for the purchase of ten new touchpads. SCWC may not be successful in being funded the entire amount and will revisit the number to be purchased based on the outcome of the funding application.

The Board is happy for the 10 & under relay times swum at the next meet at which these events are held, to be used to fill any gaps in SCWC record standards.



SWIMMING CANTERBURY WEST COAST INC.

MINUTES OF THE BOARD MEETING

The invitation to appoint a liaison person to the SCWC Events Committee was appreciated, however deemed unnecessary.

With regards to the SCWC Carnivals, the SCWC Board agreed that the meets should no longer be promoted as a series, but do not want to see the Carnivals be held as approved meets and wish to see them left as Tier 3 unapproved.

The Board are happy to accept the SCWC Events Committee's recommendations for the Development and Canterbury Championships. In relation to the Hollander Cup, the Board queried the Cup rules which allow for 2 clubs to combine to form an official team, and whether this should be promoted to allow clubs this option, especially if they do not have enough swimmers. This could perhaps be broached with the Canterbury Coaches group.

| 1. Follow up Items from Previous Meetings | |
|--|---------------------|
| SCWC Annual Awards evening- Tickets selling slowly, nominations close on Friday 14 th at 5pm. We have several nominations through already with a few more yet to come in. Programmes to be printed for guests | Debbie |
| 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 \$27918 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 | Wayne/Debbie |
| 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 and have expressed some concern over their exposure in terms of not having the lane space allocated to them directly. Discussions are ongoing. | Wayne |
| Canterbury Squads- funding from Mainland to be confirmed this month. The application for \$20,700 has been submitted | Debbie |
| Templeton and Halswell Swim Club- distribution of funds to a) school, b) Officials, c) remainder on term deposit. An email has been sent to each of the Clubs contacts to confirm the aforementioned and the accountability requirement. Templeton have responded they are happy with our proposal. Do the Board wish to use some/all the Officials portion to assist with expenses to SCWC Champs this year? This is to be discussed further at the next meeting. Term Deposit to be set up for the balance of funds | Debbie/Scott |
| SNM have accepted the offer to purchase the touchpads and have been invoiced accordingly | Debbie |



SWIMMING CANTERBURY WEST COAST INC. MINUTES OF THE BOARD MEETING

| | |
|--|---------------|
| 14. General Business | |
| <p>SNZ AGM- SNZ have confirmed they will be holding a Regional Chair and Administrators forum prior to the AGM this year, instead of the Members' forum. The Swimming Wellington Board and AGM is on the agenda, including any potential implications this may have for other regions and SNZ's own constitution.</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 |
| <p>Swim Timaru- permission to swim at Cromwell meet The SCWC Board determined that it cannot support those swimmers who are eligible to swim at the Aquagym meet, attending the out of region meet. It is the Board's responsibility to do their utmost to ensure our in Region Club meets are supported wherever possible. An email is to be sent to Swim Timaru to notify them of the Board's position.</p> | Debbie |
| <p>Quinton Hurley application for funding for Junior Pan Pacs and Oceanias- the application is approved, and funding in the amount of \$750.00 is to be awarded to Quinton</p> | |
| <p>SCWC Championships- a message has been sent to Otago Referees to enquire if any may be available to assist with this meet and we have had an offer of help. The Board agreed that visitors' medals could now be introduced for this event, given the change in circumstances. The Board recommended that the meet revert back to a heats and finals format, with the criteria for visitors being that only two (2) visitors could qualify for a final. We will attempt to repurpose the existing medal stock to accommodate this.</p> | |

The meeting closed at 9:12pm

**The next meeting will be held at the Wharenui Sports Centre
Meeting Room on the 15th October 2018**