



SWIMMING CANTERBURY WEST COAST INC.

MINUTES OF THE BOARD MEETING

Meeting opened 7pm at 4th September 2017 at the Wharenui Sports Centre

1. **Present:** Wayne Rollinson, Janice Rennell, Kim Berquist, Monique van Vugt (by phone), Chris Ponga

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

3. **Apologies:** Brigitte Mahan

Moved: Monique

Seconded: Janice

Carried

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

Moved: Janice

Seconded: Monique

Carried

5. **Matters arising:** Nil

6. **Correspondence in / out:**

SNZ

Steve Johns- 2017 SNZ AGM Voting Numbers

Steve Johns- Voting for Elected Board Position - 2017 SNZ AGM

Steve Johns- Timetable for 2017 SNZ AGM and Regional Chairs Forum

Steve Johns- Staff update

Steve Johns- 2017 SNZ AGM

Keegan McCauley- Technical Official Statistics

Kent Stead- Membership Fees and Rollover

Peter Carroll- 2017-18 Club Affiliation Fees

Makos

2018 Zonal Champs Eligibility

Regions

BOP Chair- Swimming in New Zealand

BOP Chair- Email for SNZ

Sport Canterbury

John Derry- Workshop: Representative Teams; What age is the right age?

Kevin Collier- Canterbury Regional Sports Facilities Plan - Swimming

Clubs

Swim Timaru- Permission for Luka Foy to swim at the SW Winter Meet, and permission for 4 younger swimmers to swim at the Cromwell Swim Meet (4th Nov)

Temuka- Permission for Campbell Lindblom to attend the Zenith Swim Meet (9th Sept)

Swim Timaru- Permission for Luka Foy to attend the Zenith Swim Meet



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Other

Linwood-Central-Heathcote - The Week in Brief 19 June 2017
Linwood-Central-Heathcote - The Week in Brief 3 July 2017
Hui E! Monthly Pānui – Hōngongoi / July 2017
Linwood-Central-Heathcote - The Week in Brief 10 July 2017
Linwood-Central-Heathcote - The Week in Brief 17 July 2017
Linwood-Central-Heathcote - The Week in Brief 24 July 2017
Linwood-Central-Heathcote - The Week in Brief 31 July 2017
Linwood-Central-Heathcote - The Week in Brief Monday 7 August 2017
Linwood-Central-Heathcote - The Week in Brief Monday 14 August 2017
Mark Abinion- Approved Application (Mainland)
Linwood-Central-Heathcote - The Week in Brief 21 August 2017
One on One Admin- Free training seminar for NFP's - FINDING THE RIGHT PEOPLE
Linwood-Central-Heathcote - The Week in Brief 28 August 2017

Correspondence Moved: Kim **Seconded:** Janice **Carried**

7. Transfers

Leonie McMillan from Vikings Swim Club Inc to Wharenui Swim Club
Mr T J MacGibbon from Vikings Swim Club Inc to Wharenui Swim Club
Mr O Creagh from Wharenui Swim Club to North Canterbury Swim Club Inc
for Mrs L Dreaver from Jasi Swim Club to QEII Swim Club
Mr V Kral from Wharenui Swim Club to Selwyn Swim Club
Mr C Slee from Ashburton Swim Team to Jasi Swim Club
Mr B G Langford from Wharenui Swim Club to Selwyn Swim Club
Miss L Wildbore from Wharenui Swim Club to Waitaha Swim Club
Mr K Houston from Wharenui Swim Club to Jasi Swim Club
Miss H C Gurden from Greymouth Amateur Swimming Club to North Canterbury Masters
Miss E G Treacy from QEII Swim Club to Wharenui Swim Club
Mrs P Reweti from Tasman Swim Club to Greymouth Amateur Swimming Club
Mr J Dawson from Hokitika Amateur Swim Club to Jasi Swim Club
Mr E P Beetar from Sockburn Park Swim Club to Aquagym Swimming Club
Mr L Hamilton from Wharenui Swim Club to Jasi Swim Club
Miss E R Matthews from Hokitika Amateur Swim Club to Greymouth Amateur Swimming Club
Mr S R Matthews from Hokitika Amateur Swim Club to Greymouth Amateur Swimming Club
Miss H F Bates from Selwyn Swim Club to Aquagym Swimming Club
Mrs L M Brook from Vikings Swim Club Inc to Selwyn Swim Club
Miss E R Brook from Vikings Swim Club Inc to Selwyn Swim Club
Ms M Brett from Jasi Masters to Jasi Swim Club

Moved: Monique **Seconded:** Kim **Carried**



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8. Records

Women 10-10 200 Back

2:44.60 Kyra E. Forrest at 2011 Waves Winter Meet 2 21/05/2011
2:44.51 Hanna A. Abdou at Wharenui Winter Olympics 2017 30/06/2017

Men 13-13 50 Free

25.93 Taiko H. Torepe-Ormsby at Neptune Queen's Birthday 2017 2/06/2017
25.79 Taiko H. Torepe-Ormsby at Wharenui Winter Olympics 30/06/2017
25.88 Taiko H. Torepe-Ormsby at Wharenui Winter Olympics 30/06/2017

Men 13-13 50 Fly

27.18 Taiko H. Torepe-Ormsby at Neptune Queen's Birthday 2017 2/06/2017
26.42 Taiko H. Torepe-Ormsby at SI Secondary School Champs 2017 8/07/2017

Women 16-16 50 Breast

32.48 Kaylee G. Jackson at Neptune Queen's Birthday Meet 2017 2/06/2017
32.42 Kaylee G. Jackson at 2017 SCWC Short Course Champs 21/07/2017

Women 16-16 100 Breast

1:09.46 Abbie S. Johnston at State 2012 NZ Short Course Champs 30/09/2012
1:09.44 Kaylee G. Jackson at 2017 SCWC Short Course Champs 21/07/2017

Men 13-13 100 Free

56.66 Matthew Harford at Neptune Queen's Birthday Meet 2014 30/05/2014
54.88 Taiko H. Torepe-Ormsby at 2017 SCWC Short Course Champs 21/07/2017
55.91 Taiko H. Torepe-Ormsby at 2017 SCWC Short Course Champs 21/07/2017

Men 13-13 50 Back

28.16 Taiko H. Torepe-Ormsby at Neptune Queen's Birthday 2017 2/06/2017
28.02 Taiko H. Torepe-Ormsby at 2017 SCWC Short Course Champs 21/07/2017

Men 13-13 100 IM

1:05.21 Satori J. Dobbie at Wharenui Winter Olympics 2013 16/08/2013
1:05.04 Taiko H. Torepe-Ormsby at 2017 SCWC Short Course Champs 21/07/2017

Men 15-15 200 Back

2:06.08 Satori J. Dobbie at Ashburton Easter Splash 11/04/2015
2:03.81 Ezekiel J. Pine at 2017 SCWC Short Course Champs 21/07/2017
2:05.14 Angus Kelliher at 2017 SCWC Short Course Champs 21/07/2017

Men 15-15 100 IM

1:00.39 Satori J. Dobbie at 2014 NZ Short Course Champs 2/09/2014
1:00.20 Ezekiel J. Pine at 2017 SCWC Short Course Champs 21/07/2017

Men 15-15 200 IM



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2:10.42 Satori J. Dobbie at NCSC Best Time Ribbon Carnival 28/08/2015
2:10.20 Ezekiel J. Pine at 2017 SCWC Short Course Champs 21/07/2017

Women 9 & Under 50 Back

39.91 Hanna A. Abdou at Waitaha Winter Blast 2016 19/06/2016
39.75 Ava Danholt at Swim Timaru Winter Meet 5/08/2017

Women 11-11 50 Free

29.45 Hana McKenzie at Jasi Christmas Cracker Meet 2011 9/12/2011
28.86 Arowa Z. Wilson at Swim Timaru Winter Meet 5/08/2017

Women 11-11 50 Fly

32.11 Kyra E. Forrest at Neptune Queen's Birthday Meet 2012 1/06/2012
31.69 Jenny Song at Swim Timaru Winter Meet 5/08/2017

Men 13-13 50 Back

28.16 Taiko H. Torepe-Ormsby at Neptune Queen's Birthday Meet 2017 2/06/2017
27.37 Taiko H. Torepe-Ormsby at Swim Timaru Winter Meet 5/08/2017

Men 13-13 100 Back

1:02.27 Taiko H. Torepe-Ormsby at Neptune Queen's Birthday Meet 2017 2/06/2017
1:00.62 Taiko H. Torepe-Ormsby at Swim Timaru Winter Meet 5/08/2017

Men 50 Back

25.80 CAMERON J. JAMES at State 2012 NZ Short Course Champs 30/09/2012
25.58 CAMERON J. JAMES at Swim Timaru Winter Meet 5/08/2017

Women 10-10 50 Free

31.15 Arowa Z. Wilson at Jasi Christmas Cracker Meet 2016 2/12/2016
30.81 Hanna A. Abdou at Vikings Battle of the Ages 2017 20/08/2017

Women 10-10 200 IM

2:49.34 Hanna A. Abdou at SCWC Junior Carnival 3 2017 9/04/2017
2:48.40 Hanna A. Abdou at Vikings Battle of the Ages 2017 20/08/2017

Men 15-15 200 Back

2:06.08 Satori J. Dobbie at Ashburton Easter Splash 11/04/2015
2:03.03 Ezekiel J. Pine at South Island Championships 2017 25/08/2017

Men 15-15 200 IM

2:10.42 Satori J. Dobbie at NCSC Best Time Ribbon Carnival 28/08/2015
2:08.73 Ezekiel J. Pine at South Island Championships 2017 25/08/2017

Men 15-15 400 IM

4:35.95 MATTHEW T. HUTCHINS at 2009 Spring Competition 27/09/2009
4:31.85 Ezekiel J. Pine at South Island Championships 2017 25/08/2017
4:35.37 Angus Kelliher at South Island Championships 2017 25/08/2017

Moved: Janice

Seconded: Kim

Carried



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9. Financial records

ACCOUNTS PAID:

DATE	DETAILS	AMOUNT
2-May-17	Pak n Save Riccarton	57.44
8-May-17	Auditors Confirm Rep	50.00
11-May-17	BBIT Solutions Email Serv	14.95
11-May-17	XCM Clothing Carn Towels	51.75
11-May-17	Fiona Campbell Loadr	109.50
11-May-17	SNZ Affiliation Inv 42673	128.00
11-May-17	TBHS Hostal Tri Series	250.00
11-May-17	Wharenui Sports Cent	420.00
	Distance Mt Nov 2016	
19-May-17	Ron Clarke ACME Whites	46.05
19-May-17	SNZ Inv 42739 Payment	56.50
19-May-17	Hannah SCWC Funding Aus Age	150.00
22-May-17	Warehouse Stationery	42.57
22-May-17	WESTPAC Business Crd	143.00
22-May-17	Hannah SCWC Funding Youth Comm	150.00
23-May-17	Cheque Account (Interbank Tfr)	7,000.00
24-May-17	Ribbons and Rosettes	2,676.63
	Ribbons 2017/2018	
25-May-17	Inland Revenue GST	2,034.78
6-Jun-17	HyTek	413.50
7-Jun-17	Wayne Rollinson Refund CEO Lunch	54.00
7-Jun-17	Geraldine Swimming C	332.86
	Mainland Pay Payment	
7-Jun-17	Mark Crashley Nationa Mts	348.32
7-Jun-17	Marlene Morrison National Mts	352.00
7-Jun-17	Ron Clarke National Mts	390.65
7-Jun-17	Fiona Campbell National Mts	466.27
7-Jun-17	Christine Cassin National Mts	489.83
7-Jun-17	J & M Russell National Mts	525.32
7-Jun-17	QEII Swim Club Mainland	896.16
7-Jun-17	David Prattley Coach flights	980.00
	Squad to Akl	
7-Jun-17	Geoff Bryce National Mts	1,124.82
7-Jun-17	Lesley Huckins National Mts	1,134.78
7-Jun-17	Swim Timaru Mainland Pay	1,152.20
7-Jun-17	Helen Tait National Mts	1,168.00
7-Jun-17	Waitaha Swimming Club Mainland	1,357.04
7-Jun-17	Selwyn Swimming Club Mainland	1,638.69
7-Jun-17	Vikings Swimming Club Mainland	2,125.18
7-Jun-17	North Canterbury SC Mainland	2,253.21



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7-Jun-17	Wharenui Swim Club Mainland	3,687.06
7-Jun-17	Jasi Swim Club Mainland	4,557.62
8-Jun-17	NZ Post (Postage)	43.50
13-Jun-17	Geraldine SC National Mts Adj	9.74
13-Jun-17	QEII Swim Club National Mts Adj	26.24
13-Jun-17	Swim Timaru National Mts Adj	33.75
13-Jun-17	Waitaha Swimming Club National Mts Adj	39.74
13-Jun-17	Vikings Swimming Club National Mts Adj	62.22
13-Jun-17	North Canterbury Swim Club National Mts Adj	65.97
13-Jun-17	Canterbury Sports Foundation	75.00
	Membership Payment	
13-Jun-17	Wharenui Amateur Swim Club National Mts Adj	107.96
13-Jun-17	Jasi Swim Club National Mts Adj	133.44
13-Jun-17	Pro Aqua Services- Squads pool hire	250.00
19-Jun-17	Warehouse Stationery printer boxes	79.99
19-Jun-17	Pro Aqua Services Lt Dev & T ID Squad P/Hire	250.00
20-Jun-17	MasterCard (Interbank Tfr)	57.44
20-Jun-17	Accomplish Support	402.50
20-Jun-17	CCC Carnival 3 Pool Hire	934.50
26-Jun-17	SNZ Jordan Astle Affiliation	56.50
26-Jun-17	Wayne Rollinson SNZ AGM Flights	128.00
26-Jun-17	Aquazone Swimming Squad Lactate Testing	1,170.00
26-Jun-17	XCM Clothing Tri Series	2,022.49
30-Jun-17	Pivot Marketing Ltd Squad Caps	1,922.34
3-Jul-17	Medals Plus Medals	7,107.23
5-Jul-17	Ilam Watchmakers	60.00
11-Jul-17	BBIT Solutions email serv	14.95
11-Jul-17	SNZ Inv 42975 Affiliation	56.50
11-Jul-17	XCM Clothing Tri Series	107.39
11-Jul-17	XCM Clothing Squads Coaches?	499.28
11-Jul-17	Swim T3 Wellington Tri Series Prizes	1,104.00
14-Jul-17	Rubber Monkey Sales- ipad holder	59.74
17-Jul-17	Warehouse Stationery- Printer ink	188.59
17-Jul-17	S Wagenvoord Tri Series Catering	1,504.00
19-Jul-17	BBIT Solutions Email Serv	14.95
20-Jul-17	The Warehouse (Medal Cushion)	8.00
20-Jul-17	Pak n Save Rangiora (AGM Refreshments)	69.80
20-Jul-17	HTS Group Quantum Setup	163.88
20-Jul-17	Coronation Park Motel- Tri Series	1,610.50
24-Jul-17	Sushi Express (AGM Refreshments)	50.00
24-Jul-17	Couplands Bakeries	132.30
24-Jul-17	Countdown (Wine and Card for AGM)	76.84
24-Jul-17	Round 12 Platnm Squad Boxing	176.00
24-Jul-17	CB & JC Waller Annual Report Printing	600.00
24-Jul-17	Peter Davidson & Ass Audit	1,433.50
4-Aug-17	Kim Berquist Ipod Tripod	38.01



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4-Aug-17	David Prattley Squad Prizes Tri Series	83.20
4-Aug-17	Catholic Diocese- Photocopying of Annual report	117.27
4-Aug-17	Selwyn Aquatic Centr Tri Series Pool Hire	280.80
4-Aug-17	Ashburton Pool Tri Series	444.00
4-Aug-17	Marsh Limited Insurance Inv	483.00
4-Aug-17	Pivot Marketing Ltd T ID & Dev Squad Caps	686.55
4-Aug-17	Travlton Coachlines Tri Series Coach Hire	1,985.00
4-Aug-17	Timaru Boys High Tri Series	4,961.00
9-Aug-17	Selwyn Swimming Club Tri Series Officials	50.00
9-Aug-17	Ashburton Swimming C Tri Series Officials	100.00
9-Aug-17	Swim Timaru Tri Series Officials	150.00
9-Aug-17	Moller-Young Badges& Bars	1,242.00
18-Aug-17	Warehouse Stationery SC Champs	33.87

OVERDUE ACCOUNTS:

Customer Name	Total	Current	30 Days	60 Days	90 Days
AquaGym Swimming Club	368.95	105.95	50.00		213.00
20-Apr-17 Inv 15124	213.00				213.00
6-Jul-17 Inv 15146	50.00		50.00		
8-Aug-17 Inv 15222	86.00	86.00			
22-Aug-17 Inv 15231	19.95	19.95			
Roly Crichton	360.00				360.00
15-Mar-17 Inv 15118	360.00				360.00
Geraldine Swimming Club.	386.50	270.00	116.50		
4-Jul-17 Inv 15143	106.50		106.50		
6-Jul-17 Inv 15148	10.00		10.00		
17-Aug-17 Inv 15228	240.00	240.00			
22-Aug-17 Inv 15234	30.00	30.00			
Hokitika Swim Club	178.00	163.00			15.00
30-Mar-17 Inv 15120	15.00				15.00
7-Aug-17 Inv 15188	109.00	109.00			
8-Aug-17 Inv 15227	54.00	54.00			
Jasi Swim Club	219.85	69.85	130.00		20.00
12-Apr-17 Inv 15122	20.00				20.00
6-Jul-17 Inv 15150	130.00		130.00		
8-Aug-17 Inv 15220	10.00	10.00			
22-Aug-17 Inv 15230	59.85	59.85			



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Swim Timaru Inc				620.00	660.00	-40.00	
17-Jul-17	<i>Crn</i>	15163		-40.00		-40.00	
7-Aug-17	<i>Inv</i>	15200		327.00	327.00		
7-Aug-17	<i>Inv</i>	15201		90.00	90.00		
8-Aug-17	<i>Inv</i>	15224		228.00	228.00		
22-Aug-17	<i>Inv</i>	15236		15.00	15.00		
Waitaha Swim Club				340.00	350.00	-10.00	
24-Jul-17	<i>Crn</i>	15170			-10.00	-10.00	
8-Aug-17	<i>Inv</i>	15219			350.00		
Wharenui Swim Club					1933.75	220.00	
19-Jul-17	<i>Inv</i>	15166			70.00	70.00	
25-Jul-17	<i>Inv</i>	15174			120.00	120.00	
26-Jul-17	<i>Inv</i>	15183			30.00	30.00	
7-Aug-17	<i>Inv</i>	15209			1308.00		
7-Aug-17	<i>Inv</i>	15210			19.95		
7-Aug-17	<i>Inv</i>	15212			110.00		
7-Aug-17	<i>Inv</i>	15213			60.00		
7-Aug-17	<i>Inv</i>	15211			60.00		
8-Aug-17	<i>Inv</i>	15225			76.00		
22-Aug-17	<i>Inv</i>	15229			79.80		
TOTALS					4407.05	466.50	0.00 608.00

Accounts

Moved: Janice

Seconded: Kim

Carried

10. Funding Report

Provider	Purpose	Amount
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
CERT	Officials Accommodation NZSC 2017	\$4680.00
First Sovereign Trust	Regional Representative Caps	\$1725.00
Pub Charity	Medals for the 2017/2018 Season	\$6180.20
Mainland Foundation	Canterbury Squads end of year trips	\$20,000.00



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Declined Applications

Provider	Purpose	Amount
TTCF	Pool Hire for Regional Meets	\$15059.94

Pending Application

Provider	Purpose	Amount
NZCT	Administrator's Salary	\$30000.00
NZRB	Pool Hire for Regional Meets	\$14021.96

Moved: Janice

Seconded: Kim

Carried

11. Membership

Previous Seasons

Date	Competitive Swimmers	Club Swimmers
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	



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Current Membership Numbers (as at 31 August 2017)

CLUB		<12 yrs	13/14YRS	15/16YRS	17/18YRS	>19YRS	TOTAL SWIMMERS
Aquagym	Comp	18	15	5	1	7	46
	Club	10	2	1		1	14
Ashburton	Comp	17	8	8	3	2	38
	Club						
Geraldine	Comp	4	3	1	1		9
Greymouth	Comp	12	4	4			20
Halswell	Comp					0	0
Hokitika	Comp	16	3	1		1	21
	Club	7					7
Jasi	Comp	14	18	13	9	4	58
	Club	13	6	5		1	25
MacKenzie							0
North Canterbury	Comp	34	24	11	4	2	75
	Club	8					8
QEII	Comp	2	4	3	6	2	17
	Club	1	1				2
Selwyn	Comp	4	9	12	3		28
	Club	24	5	1			30
Swim Timaru	Comp	22	15	6	1		44
	Club	5					5
Temuka	Comp	8		1			9
	Club	1					1
Vikings	Comp	26	10	9	1	1	47
	Club	7					7
Waimate	Comp						0
Waitaha	Comp	31	12	7		1	51
	Club	7	1				8
Westport	Comp						0
Wharenui	Comp	10	15	9	9	9	52
	Club	23	9	3			35
Totals by age		335	164	100	38	30	667

Updated figures above include Registered Financial swimmers only



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12. Health & Safety

- a. Lag indicators (e.g. any major incidents)
- b. Lead indicators (e.g. audits, training, HS meetings)
- c. Key risks (e.g. slips, trips or accidents at SCWC events, working alone, issues with equipment SCWC supplies to events).

<p>Risk: safety of SCWC events equipment for swimmers and officials.</p> <p>Inspect event equipment and report back to the board - 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.</p>	Chris
<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.</p>	Chris
<p>Risk: safety and health of swimmers during an event.</p> <p>Create a health and safety outline and recommendation for improving the management of health and safety across the Canterbury and West Coast region. To be distributed to board prior to next meeting.</p> <p>SNZ pool depth recommendations to be adopted, reported back to Clubs, and uploaded to the SCWC website</p> <p>Clubs to be advised to report any poolside incident at a swim meet which resulted in First Aid being applied</p>	Chris Debbie

13. Technical Committee

Task	Current Numbers	Target Increase % 12mnth 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



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Updated KPIs pending.

SCWC welcomes the re-appointment of Helen Tait and Joanne Russell to the SCWC Technical Committee. Board Committee liaison, Monique, to consult with the Technical Committee regarding the ongoing mentoring of up and coming officials at meets, with a view to increasing the number of senior officials qualified.

13. Events Committee

SCWC welcomes the re-appointment of Fiona Campbell and the new appointment of Andrew Cliffe to the SCWC Events Committee. The Board also thanks Roger Jackson (who retires by rotation) and Christine Cassin (who tendered her resignation) for their contributions to the committee, as they both retire by rotation. The SCWC Board wished to thank Helen for her application to the SCWC Events Committee. It was determined that there was not a requirement to have a Technical Committee member on the Events Committee, and that rather than overcommitting a member who already volunteers so much of her time, it would be advantageous to continue to seek expressions of interest from the membership.

As such the SCWC Board has requested that a user friendly, informative and inviting “job description” be put together by the SCWC Events Committee, such that some of some of SCWC’s newer members might feel less intimidated about considering a role on a SCWC committee.

14. Follow up Items from Previous Meetings	
<p>Janice to look at adding some more details to Graham’s pamphlet and sourcing some quotes from older well-known swimmers- a reminder email has been sent to Matt Hutchins, who will provide an article about his experiences</p>	<p>Janice WIP</p>
<p>Numbers to the 3 target meets (Aquagym, Wharenuui, Jasi) need to be limited, either using QTs, restricting events or entry numbers or some other means. Concern now around numbers allowed within each facility and length of sessions. Club reps from the 3 tier 1 Clubs met to discuss options and have taken these back to their respective committees for discussion. The proposed XLR8 meet format provides racing for the swimmers who would be excluded from entry to the 3 target meets should QTs and age group restrictions be implemented. This was tabled and discussed. The SCWC Board acknowledged the demand for meets targeting this group at specific times in the SCWC Calendar, and were happy with the draft and the meet format, however they did not agree to the disbursement of any profits to the 3 clubs. The SCWC Board instead proposes that the meets be run by SCWC with any profits used directly for funding costs (including coaching costs) associated with the three SCWC Squads largely targeted by these meets: Talent ID, Development and Bronze Squads.</p> <p>There is concern over the current number of swimmers attending meets, which has increased since the advent of the new Club Swimmer registration. The SCWC Board wishes to see the needs of all our swimmers met, as required, throughout the calendar year,</p>	<p>Wayne</p>



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<p>incorporating chances to qualify for pinnacle meets for each target group, and feels there is now a need for the SCWC Events Committee, with support from the Board and perhaps an independent third party, to review and set templates for all meets across the SCWC Calendar. Financial concerns need to take a back seat to getting the structure of the meets right to meet the needs of our swimmers.</p>	
<p>SCWC Relay records need updating to reflect current age groupings and Club Relays- new standards required. The SCWC Events Committee to review these and issue new standards</p>	SCWC Events
<p>Technical and Events 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</p>	Wayne/Debbie
<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. This minimum reserve level is conservatively set at \$135,000. This would allow for possible funding shortfalls, and possible unforeseen operating costs.</p>	
<p>Halswell Amateur Swimming Club and Templeton Swim Club both inquired about creating a trust, however their own rules state that any funds on the wind up of the club, must go to another charitable institution or to SCWC. The Clubs could go into hibernation allowing funds to be used for reinstatement, or they could entrust the funds to SCWC with a rider which ensures the money is spent in a designated area such as swimmers attending SIC&T or the NZ Junior Festival Michael Toomey (Legal Advisor) is in communication with both Clubs to advise on the legal aspects of the potential winding up of the Clubs</p>	Michael
<p>Spectator passes for National Meets- the system currently being used is extremely challenging for any spectators who do not reside in the host city. An email was sent to SNZ proposing that Regions be allocated passes to sell on a pro-rata basis, with any remaining being sold online. This system was implemented at NZSC with over 3000 passes being sold nationwide, and all SCWC members obtaining a pass prior to leaving Christchurch</p>	
<p>Feedback for Makos Committee submitted per their email request. SIC&T criteria now simplified to a QT and NFT format, no response to our suggestion re flexibility of rotation for meets. SCWC will continue to send a RM to NZ Age Groups given the size of the team. However, NAGs have separate Zonal relays and NZ Opens have both club and zone within the same event, so the Makos Committee will need to appoint someone to organize these on the day, have caps to hand out etc.- still awaiting confirmation from the Makos Committee that this will happen- followup email sent</p>	Debbie



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MINUTES OF THE BOARD MEETING

<p>14. General Business</p>	
<p>SNZ AGM, and Chairs Forum 2nd September 2017- Wayne attended. 3 main topics covered at Chairs forum included:</p> <ol style="list-style-type: none"> 1. Delivery of HP Swimming- Following a consensus that the current HP Pathway is not delivering, a 6 member working group, consisting of a representative from each Zone, a SNZ Board member and the SNZ CEO, has been formed to look at establishing a new template for the HP Pathway which is likely to see the formation of Regional Performance Hubs A key role of the RPH will be Coach development, and this was identified as the leading factor in achieving success. SCWC will be looking to source a specialist/s to deliver exceptional multi-faceted Coaching development opportunities in areas such as Coaching, Health & Safety, Communications and so on. A budget is to be put together for a 12mth contract. 2. Establishment of an Operational Committee- This was proposed by the regions as a means of keeping the membership informed, reducing infighting and assisting with decision making. This idea was pushed back by SNZ who felt that their Events Committee already has this mandate (SNZ are yet to provide a TOR for this Committee). Regions agreed to allow SNZ's new team 6 months before reassessing the need for the proposed Operational Committee 3. Development of a product to engage and build on swimmer numbers- All discussion here was positive, with many ideas shared including Clubs "selling" themselves to local LTS programmes. With our current numbers, the main concerns here are with lane space availability if there is further increase to these incoming numbers. 	<p>Wayne</p>
<p>The Technical and Events Committees have raised concerns over the 33.3m meets- namely Temuka and Waimate. They are concerned that the provision of enough Technical Officials for the meets to be approved is getting very difficult, and have asked the Board to consider requesting that the clubs run these meets as non-targeted where the results would not be recognised. Monique advised that she has already indicated to these Clubs that she will be stepping down as Event organiser in the next year, and suggested that the Clubs may wish to just run Ribbon Carnivals next season. The Board however, cannot exclude Clubs from holding approved meets on the basis of the pool length they have available, and has a responsibility to grow all Clubs in the Region, not just those in urban areas. Officials should still be encouraged to attend these non-targeted meets, and the Club also has a responsibility to fill these roles- if it cannot then the times would not count.</p>	
<p>Regional end of year awards- should Canterbury have awards to present at the AGM each year, in addition to the Service Awards. These could include Swimmer of the Year, Emerging Swimmer of the Year, Volunteer of the year, Coach of the year. Could be an extra incentive to present to a corporate sponsor to go hand in hand with lane sponsorship to cover pool hire costs?</p>	<p>Debbie</p>
<p>The SNZ Junior Festival is being hosted in Dunedin- some SNM clubs want to compete at the meet in the All Stars zone instead. Reasons include- far cheaper to travel to and qualifying times at the Makos meet</p>	<p>Wayne</p>



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<p>are tougher to accommodate SIC&T, so the SNM clubs could take more swimmers to Wellington. SCWC will express their concern to the Makos Committee that SNM should be supporting their Zone, and that this sets an undesirable precedent</p>	
<p>The 12 lane timing pads are now on permanent loan to Swimming Nelson Marlborough. SCWC has been informed that both Metro Sports and the new QE2 pool will each have their own electronic timing systems</p>	

**The meeting closed at 9:24 pm
The next meeting will be held on the 11th October 2017
at 7pm the Wharenui Sports Centre Meeting Room**