

SWIMMING NELSON MARLBOROUGH INC.

MINUTES OF BOARD MEETING
7.00 pm Tuesday 13 May 2014
Crowe Horwath Boardroom
Richmond

Present: Steve, Brent, Hamish, Sue, Susie, John, Phil, Jim

In attendance: Lisa Dunn (from 7:30 to 8 pm), Lindie (from 8.15 pm)

1) WELCOME – Steve welcomed everyone to the meeting.

2) APOLOGIES: Jos Pattison, Margaret Young

3) CONFIRMATION OF MINUTES OF LAST MEETING

Moved that the minutes of the meeting of 8 April 2014 be approved as a true and correct record

Steve/Jim/carried

4) MATTERS ARISING FROM THE MINUTES

There were no matters arising.

Tasks from last meeting

- Towels. Sue has obtained quotes ranging from \$37 each (very posh) to \$28 for second tier.
Moved that Sue consult with swimmers re preferred style of second tier towels and proceed with ordering 10 towels Sue/Susie/carried
- Relay points amendment for AGM – Jim – carry forward
- Split times for relays and long distance events – Ivon correspondence. Should be confirmed prior to the meet with the Referee. Jim to draft a proposal and circulate to board for consideration re taking split times only in 1500m events for 800m times.
- Re ASB filtration plant and use of small training pool. Sue reported that Jos said the small pool's turnover is more than ample, can replace water every 1 hr 19 min, and filter is most up to date possible. John considers that ASB does not want to put lifeguards on. Sue would like direction from SNM Board as to how to respond, as she wants to follow it up. Put on agenda for next Board meeting.
- Standing orders: See Registrar's report
- All other items completed

5) SECRETARY'S REPORT

The Secretary's report was received and recommendations discussed.

Moved that Phil McMath be added as member of the NM Technical Committee Steve/John/carried

Moved that the Board resolves to award the following representative pockets:

1. NM Representative : Emmabeth Jensen, Catilin Delaney, Talya Harwood, Luke Kelly, Libby Neill, Bailee Spriggs, Cassandra Hagan, Thomas Heaton, Oriana Houra, Matai McGuinniety, Georgina Trengrove
2. Country and Town Representative: Jasmine Hollis, Emma Lovell, Gabrielle Lovell;

and authorises Susie to order the pockets

Jim/Phil/carried

Moved that the SNM AGM be held on Sunday 27 July, 10 am

Steve/Brent/carried

Lindie to investigate availability of meeting room at Saxton Stadium (Sport Tasman) and ask Margaret if she would again arrange catering. Otherwise Richmond Town Hall.

Moved acceptance of Secretary report

Steve/John/carried

6) TREASURER'S REPORT

Moved payment to BSC of their share of profits of SNM Age Groups meet of \$1274.71

Susie/Steve/carried

Moved that the financial report be received

Susie/Sue/carried

7) COMPLAINT REGARDING NAGS RELAYS

Steve introduced the topic and confirmed that all Board members were familiar with the complaint and then invited Lisa Dunn, President of Tasman Swimming Club, to respond.

Lisa thanked the Board for the opportunity to address the meeting. TSC was surprised and disappointed with the complaint, but it did provide an opportunity for the club to consider what happened and the arrangement for relays. She then spoke to her written response, and emphasised that:

- TSC values the regional team and the opportunity to compete in the relays.
- they do not consider that it was "poor form and bad sportsmanship": it was a balancing act between aspirations of elite swimmers and those of the regional team.

Hamish corrected one point in Lisa's report about the withdrawal of the "Nelson South" team, which was actually a SNM team that was second reserve. Lisa will amend that aspect of her report and re-submit.

Discussion amongst Lisa and the Board followed, and highlighted that the Board probably needs a written policy on participation in relays.

Steve proposed to co-opt a working group with a person from each club to formulate a policy on relay participation. Jim offered instead to draft a procedure and circulate to clubs, as follows:

- Recorder to seed relays and ask clubs to confirm entries; clubs to check with their own swimmers.
- Clubs to book accommodation so that travel time is not a reason not to compete in relays.
- Withdrawals to be notified to Regional Manager by beginning of meet, who must be consulted before any late withdrawals are made for reasons other than medical.
- Pastoral care – Team manager in the first instance, and Regional Manager in second instance.

Moved that Jim formulate a policy as above and circulate to clubs for comment Steve/Jim/carried

Moved that we go into committee at 19.55 to protect the identity of individuals. Came out of committee at 20.05

Brent/Steve/carried

Moved that we invite Tasman Club to refund the cost of the relay entries

Brent/Jim

4 in favour, 3 against with one abstention - carried

Moved that Lindie reply to NSSC indicating that matter was discussed and Board agreed to formulate policy on relay participation

Steve/Brent/carried

8) REGISTRAR/RECORDS REPORT

SNM Calendar

Following discussion it was decided to:

- a) invite BSC and NSSC to consult on 16 Aug events to resolve conflict

b) hold 7 Mar decision until Tasman proposals received

Moved that dates requested apart from 16 August and 7 March be confirmed Jim/Steve/carried

Moved to accept the proposal from NSSC to co-host the C&T meet and to share the profits 50/50
Jim/Brent/carried

Standing Order #10

Moved to revoke the decision of 8 April to rescind standing order 10, and instead amend the standing order by:

- Replacing Clause 2 with the words “SNM shall reimburse clubs the cost of engraving the names of the winners on all SNM trophies.”
- Amending Clause 4 by adding at the end the words “or other person designated by SNM”.
Jim/Hamish/carried

Jim noted times swum since his last report that have bettered existing records (see Appendix to these minutes).

Moved that the records in the Registrar’s report be confirmed as NM records Jim/Phil/carried

9) PUBLICITY/COMMUNICATION REPORT

Jim presented and moved his report
Jim/John/carried

10) FUNDING REPORT

Sue reported that:

- NZCT decision on touch pads due after 20 May
- We have received a grant of \$1000 for swimming caps from the Pelorus Trust.

Moved that we purchase 400 caps at \$4.37 per cap and Sue to order Sue/Brent/carried

11) TECHNICAL

Covered in Task list

12) COACHING REPORT

Covered in Regional Manager’s report from NAGs

SNZ convened a Coaches meeting after NAGs. Hamish will ask Andy for a report on what was decided. Susie noted that SNZ expectations are unrealistic about coaches attending meetings after NAGs, when many of them have full-time jobs.

Jim noted lack of communication from SNZ about changes of dates of meets. Jim to send email to Brent so that he can raise it at Chairs teleconference.

13) GENERAL BUSINESS

- Strategic and Business Plan

The document circulated is a starting point. It draws from regional & SNZ constitution, & our values. Brent noted that we should set mission, vision and values as a group. It’s a living document that can be updated at any time and it needs to have performance measures. Brent also noted the importance of setting out the views of this Board, prior to a new Board being elected.

KPIs – draft distributed. Need to be finalised by end of month. KPIs should be achievable.

Hamish noted that we have the skeleton here but need to identify what we are about and then identify the obstacles and challenges – SWOT analysis. It was agreed to have a dedicated session

on the strategic plan e.g. 10am – 2pm Sun 25 May (tbc). Brent will talk to Paul and if he cannot make it he can provide an agenda. Jim will book meeting room at Cawthron. Lindie to organise food – Green Grocer.

Jim noted that we have to live with the 6 member Board, so make it an opportunity rather than a threat. There is merit in separating governance and operational work. A governing board would not need to meet much. A management committee that all of us are on which does the operational work would be fine. The Board would only need to meet 4x a year and delegate the operational responsibilities to the management committee. Think positively about how to make this work for us.

- Regional constitution and WOSP

SNZ still has not addressed our concern about club size. Brent spoke to Brent Layton and expressed concern that SNZ will not make the amendment. Brent Layton offered to have a reply in writing to say that SNZ will make an amendment at the AGM – nothing received yet.

We could prepare a remit for amendment if there is no reply.

- Use of financial reserves

Sue was asked by a funding agency why we hold financial reserves. Brent replied that it is maintained in case we should need to employ staff in place of volunteers. We are required to be financially viable. It was agreed to include a statement in the Strategic Plan (in a KPI).

- 2015 SI C&T meet organisation

Phil reported on organisation of this meet. He will prepare a list of tasks that they will be looking for help with and draft budget. The flier is being re-drafted by David Prattley. Will also send MM backup file. The ribbons are fancy – need to find out supplier.

David Prattley has resigned from SI Committee, effective 1 July.

14) BOARD TIME

SNM Income

Phil noted that we need to discuss income options for the Board. Maybe we should consider options for division of profits for hosting SNM meets, such as returning a fee to the club (rather than sharing profits).

Clubs will have different perspectives – Nelson South needs revenue because it is running a pool. Tasman not driven by the profit sharing (provided there is not a loss)

Brent noted that we are very appreciative of this possibility being raised, and it should be included in the Strategic Plan.

Event Organiser

Jim suggested that we have an Event Organiser. Steve pointed out that this is the role of the Meet Director. The Meet Director does not need to be a technical official. The Meet Director is essentially the chair of the organising committee.

Moved that for the NM winter meet, we invite Ivan to be Meet Director and appoint Phil to be Meet Organiser; and that the Chair of the Technical Committee bring to the AGM the proposed Meet Directors for the NM C&T and NM Age Groups
Jim/Phil/carried

Other issues

- Brent: Christian has sent out SNZ documents and requested comments by 10 June.
- Hamish: SNZ requires all officials that are poolside at national events to be registered on the SNZ database. All coaches and team managers etc need to be registered!

- Susie: Just before Juniors SNZ raised the price. One of the regions complained, so SNZ invoiced regions for the lesser amount. SNM also received a credit for the overcharging. Will wait to repay clubs until it is clear that SNZ will not change their mind again.

15) Next meeting: Tues 10 June and venue

Agenda items:

- Access to ASB pool

Meeting closed at 9:50 am

Tasks

- Relay points amendment for AGM (Jim)
- Draft proposal for split times for relays and long distance events (Jim)
- Lindie to book room at Saxton for AGM and ask Margaret to organise catering
- Lindie to respond to NSSC
- Susie to order representative pockets
- Sue to order caps
- Ask Andy for a report on SNZ Coaches meeting (Hamish)
- Jim to send email to Brent re lack of communication from SNZ so that he can raise it at Chairs teleconference.
- Strategic Planning (25 May): Brent to invite Paul. Jim to book meeting room at Cawthron. Lindie to organise food – Green Grocer.

Appendix. From Registrar's Report of 10 May 2014

SNM Records

Reported below are new records.

I recommend that the times listed below be confirmed as SNM records.

<i>Event</i>	<i>LC/ SC</i>	<i>Age Grp</i>	<i>M/ F</i>	<i>New time</i>	<i>Swimmer</i>	<i>Club</i>	<i>Previous record holder</i>
Auckland Opens 6-9 March 2014							
400 Free	LC	15	M	4:14.87	Thomas Heaton	Tasman	Thomas Heaton SNM Age Grps 2014
400 Free	LC	Open	M	4:14.87	Thomas Heaton	Tasman	Kaiori McGuinniety NAGS 2013
NZ Opens 8-11 April 2014							
50 Back	LC	16	F	31.92	Sally McMath	Blenheim	Hannah Saunders NAGs 2002
100 Back	LC	16	F	1:08.14	Sally McMath	Blenheim	Grace Woodall NAGs 2012
200 Back	LC	16	F	2:29.92	Sally McMath	Blenheim	Grace Woodall NAGs 2012
50 Fly	LC	16	F	30.59	Sally McMath	Blenheim	Skye Eden NZ Sec Schools 2012
200 IM	LC	16	M	2:19.30	Edward Neill	Nelson South	Edward Neill Wgtn LC Champs 2014
50 Back	LC	Open	F	31.92	Sally McMath	Blenheim	Sam Trevurza Wgtn LC Champs 2013
100 Back	LC	Open	F	1:08.14	Sally McMath	Blenheim	Grace Woodall NAGs 2012
200 Back	LC	Open	F	2:29.92	Sally McMath	Blenheim	Grace Woodall NZ Opens 2013

Blenheim Meet 12 April 2014

No records.

Australian Age Championships 14 April 2014

800 Free	LC	14	F	9:28.06	Talya Harwood	Tasman	Talya Harwood SNM Age Grps 2014
50 Free	LC	14	M	24.88	Sam McKenzie	Tasman	Sam McKenzie at Wgtn LC 2014
100 Free	LC	14	M	53.50	Sam McKenzie	Tasman	Sam McKenzie at Wgtn LC 2014
200 Free	LC	14	M	2:01.22	Sam McKenzie	Tasman	Sam McKenzie at Wgtn LC 2014
400 Free	LC	14	M	4:17.73	Sam McKenzie	Tasman	Sam McKenzie at Wgtn LC 2014
1500 Free	LC	14	M	16:49.64	Sam McKenzie	Tasman	Sam McKenzie at Wgtn LC 2014
1500 Free	LC	15	M	16:16.48	Thomas Heaton	Tasman	Thomas Heaton Wgtn LC 2014
800 Free	LC	Open	F	9:28.06	Talya Harwood	Tasman	Talya Harwood SNM Age Grps 2014
50 Free	LC	Open	M	24.88	Sam McKenzie	Tasman	Tim Divett 1995
100 Free	LC	Open	M	53.50	Sam McKenzie	Tasman	Tim Divett 1995
1500 Free	LC	Open	M	16:16.48	Thomas Heaton	Tasman	Thomas Heaton Wgtn LC 2014

Mayfair Pools NZ Age Group Championships 29 April – 3 May 2014

800 Free	LC	14	F	9:26.48	Talya Harwood	Tasman	Talya Harwood Aussie Age 2014
800 Free	LC	15	F	9:35.22	Caitlin Delany	Tasman	Bailee Spriggs SNM Age Grps 2014
50 Back	LC	15	F	31.98	Samantha Trevurza	Nelson South	Samantha Trevurza Wgtn LC 2014
100 Breast	LC	15	F	1:16.25	Sara Gane	Tasman	Sara Gane Wgtn LC 2014
100 Free	LC	16	F	1:02.06	Ellie Rukuwai	Nelson South	Emma Thomson Aquagym 2005
200 Free	LC	16	F	2:14.61	Bailee Spriggs	Nelson South	Megan Ramsay 1999
400 Free	LC	16	F	4:41.57	Bailee Spriggs	Nelson South	Madisen Stanley NAGs 2013
400 Free	LC	16	F	4:42.16	Sally McMath	Blenheim	Madisen Stanley NAGs 2013
400 Free	LC	16	F	4:47.24	Amy Coulton	Nelson South	Madisen Stanley NAGs 2013
800 Free	LC	16	F	9:36.80	Bailee Spriggs	Nelson South	Amy Coulton at Wgtn LC 2014
800 Free	LC	16	F	9:41.00	Amy Coulton	Nelson South	Amy Coulton at Wgtn LC 2014
50 Breast	LC	16	F	34.50	Ellie Rukuwai	Nelson South	Faye Hudson NZ Yth&Opens 2007
100 Breast	LC	16	F	1:16.95	Ellie Rukuwai	Nelson South	Jasmine Bewley 2008
100 Fly	LC	16	F	1:06.63	Sally McMath	Blenheim	Megan Ramsay 1999

400 Free	LC	18	F	4:37.36	Madisen Stanley	Tasman	Megan Ramsay 2001
800 Free	LC	18	F	9:31.35	Madisen Stanley	Tasman	Faye Hudson NAGs 2009
50 Breast	LC	18	F	35.25	Madisen Stanley	Tasman	Faye Hudson NAGs 2009
100 Breast	LC	18	F	1:21.70	Madisen Stanley	Tasman	Marlies Koevoet WSA Summer'03
200 Breast	LC	18	F	2:50.63	Madisen Stanley	Tasman	Emma Thomson Canty A's 2007
200 IM	LC	18	F	2:34.44	Madisen Stanley	Tasman	Talya Harwood Aussie Age 2014
800 Free	LC	Open	F	9:26.48	Talya Harwood	Tasman	Talya Harwood Aussie Age 2014
50 Back	LC	13	M	31.79	Matai McGuinniety	Nelson South	Hayden Clemett 1993
200 Free	LC	14	M	1:59.58	Sam McKenzie	Tasman	Sam McKenzie Aussie Age 2014
400 Free	LC	14	M	4:13.03	Sam McKenzie	Tasman	Sam McKenzie Aussie Age 2014
1500 Free	LC	14	M	16:48.43	Sam McKenzie	Tasman	Sam McKenzie Aussie Age 2014
50 Fly	LC	14	M	27.35	Sam McKenzie	Tasman	Sam McKenzie Wgtn LC 2014
100 Fly	LC	14	M	1:03.76	Sam McKenzie	Tasman	Chris York 1993
400 Free	LC	15	M	4:13.04	Thomas Heaton	Tasman	Thomas Heaton Akld Opens 2014
800 Free	LC	15	M	8:35.04	Thomas Heaton	Tasman	Thomas Heaton Wgtn LC 2014
1500 Free	LC	15	M	16:13.14	Thomas Heaton	Tasman	Thomas Heaton Aussie Age 2014
400 Free	LC	16	M	4:23.08	Luke Kelly	Nelson South	William Borrell NAGs 2013
400 IM	LC	16	M	4:50.54	Edward Neill	Nelson South	Edward Neill Wgtn LC 2014
200 Free	LC	Open	M	1:59.58	Sam McKenzie	Tasman	Kaiori McGuinniety Wgtn LC 2013
400 Free	LC	Open	M	4:13.03	Sam McKenzie	Tasman	Thomas Heaton Akld Opens 2014
800 Free	LC	Open	M	8:35.04	Thomas Heaton	Tasman	Thomas Heaton Wgtn LC 2014
1500 Free	LC	Open	M	16:13.14	Thomas Heaton	Tasman	Thomas Heaton Aussie Age 2014
400 IM	LC	Open	M	4:50.54	Edward Neill	Nelson South	Edward Neill Wgtn LC 2014

Jim Sinner
SNM Registrar