

SWIMMING NELSON MARLBOROUGH INC.

MINUTES OF BOARD MEETING
7.30 pm Tuesday 15 July 2014
Crowe Horwath Boardroom
Richmond

Present: Steve, Brent, Sue, Jim, John

In attendance: Margaret Young, Jos Pattison, Lindie Nelson (minutes)

1) WELCOME: Steve thanked everyone for coming to the meeting on this cold evening

2) APOLOGIES: Phil, Hamish, Susie

3) CONFIRMATION OF MINUTES OF LAST MEETING

Moved that the minutes of the meeting of 10 June be approved as a true and correct record

John/Jim/carried

4) MATTERS ARISING FROM THE MINUTES

Tasks from last meeting

- Revised report from Lisa Dunn: Requested & acknowledged but not received yet. John to follow up
- Draft proposal for split times for relays and long distance events – see Registrar’s report
- Ask Andy for a report on SNZ Coaches meeting (Hamish) – follow up reminder Andy in Australia (carried forward)
- Comments to SNZ on Competition Review (Hamish) – carried forward
- Certification of chief timekeepers -- Steve will bring notes to Board once completed
- Talk to Paul re suggestions for independent member of SNM Board (Brent) – carried forward
- Talk to Wayne Rolleston regarding formal options for SNM to access touchpads – done, but no progress made. Steve will talk to Lesley Huckins to see if we can progress through this avenue.
- Investigate LED/LCD options for display boards (John) - ongoing
- Talk to Vaughn about access to LTS pool at ASB (Hamish, John, Sue) – Sue reported that Hamish has been away, but the meeting will occur. At the moment things are OK for Waimea because have access to additional lanes from NSSC. Carried forward.
- All other tasks completed

5) SECRETARY’S REPORT

Moved adoption of the Secretary’s report

John/Sue/carried

6) TREASURER’S REPORT

The unaudited annual accounts were circulated. Starting blocks should be added to the depreciation list for next year (2014/15).

Moved to approve the annual financial report for the AGM

Jim/John/carried

7) REGISTRAR/RECORDS REPORT

Jim spoke to his report, highlighting:

- SNZ Database: operational, but unclear if it can support online entries in time for upcoming meets
- Winter meet: On track – Lorraine and Phil doing a sterling job. John noted the trophies and ribbons have been ordered
- Swim Calendar: Note Waimea meet with only 25m events on 9 August

- Recognising splits: In discussion it was agreed to simplify the rule.

Moved adoption of the Registrar's proposal for recognising splits with the deletion of the exception for relays of more than 4 swimmers Jim/Steve/carried

Policy on recognition of "splits" from relays and long distance events

1. SNM will recognise, and will endeavour to record at meets that it sponsors, the times of the lead-off swimmer in relays that involve 4 swimmers per team or less, provided they have been recorded in a manner that complies with FINA timekeeping requirements.
2. SNM will not recognise times recorded as partial times ("splits") during long distance events, e.g. during a 1500m event a time recorded at 800m will not be recognised as a valid time for 800m, except by prior approval of Swimming Nelson Marlborough.

- Transfers: listed in Registrar's report
- Records:

Moved that the following be confirmed as NM records:

<i>Event</i>	<i>Age</i>	<i>M/F</i>	<i>New time</i>	<i>Swimmer</i>	<i>Club</i>	<i>Previous record holder</i>	
Tasman Winter Warm Up 14 June 2014							
400 Free	SC	15	F	4:32.02	Caitlin Delaney	Tasman	Caitlin Delaney Tasman Meet 2014
400 Free	SC	18	F	4:31.42	Madisen Stanley	Tasman	Megan Ramsay 2000
400 Free	SC	Open	F	4:31.42	Madisen Stanley	Tasman	Talya Harwood NZ Short Course 2013
Wharenui Winter Olympics 27-29 June 2014							
400 Free	SC	15	F	4:30.60	Caitlin Delaney	Tasman	Caitlin Delaney Tasman Warmup 2014
400 Free	SC	18	F	4:29.31	Madisen Stanley	Tasman	Madisen Stanley Tasman Warmup 2014
200 Breas	SC	18	F	2:46.68	Madisen Stanley	Tasman	Jasmine Bewley 2009 Springs
400 Free	SC	Open	F	4:29.31	Madisen Stanley	Tasman	Madisen Stanley Tasman Warmup 2014
200 Free	SC	14	M	1:57.31	Sam McKenzie	Tasman	S McKenzie Tasman March Meet 2014
50 Back	SC	14	M	28.44	Sam McKenzie	Tasman	S McKenzie Tasman March Meet 2014
100 Back	SC	14	M	1:05.33	Sam McKenzie	Tasman	Standard
100 Fly	SC	14	M	1:02.15	Sam McKenzie	Tasman	Sam McKenzie NZ Short Course 2013
200 IM	SC	14	M	2:18.69	Sam McKenzie	Tasman	Standard
400 Free	SC	15	M	4:05.70	Thomas Heaton	Tasman	T Heaton Tasman March Meet 2014
200 Free	SC	Open	M	1:57.31	Sam McKenzie	Tasman	S McKenzie Tasman March Meet 2014
400 Free	SC	Open	M	4:05.70	Thomas Heaton	Tasman	S McKenzie Tasman March Meet 2014
50 Back	SC	Open	M	28.44	Sam McKenzie	Tasman	Hayden Clemett Sept 1995
SI Secondary School Championships 5-6 July 2014							
100 Free	SC	16	F	59.66	Sally McMath	Blenheim	Skye Eden NZ Short Course 2012
100 Back	SC	16	F	1:07.47	Sally McMath	Blenheim	Grace Woodall SNM Age Groups 2012
100 Free	SC	Open	F	59.66	Sally McMath	Blenheim	Jasmine Bewley NZ Springs 2009

Jim/Steve/carried

Record certificates will be handed out at the SNM Winter meet.

8) PUBLICITY/COMMUNICATION REPORT

Nothing to report.

9) FUNDING REPORT

Sue reported that the Adam & Eve towels are ready. The towels for Sam McKenzie and Phillippa Dwyer (2014 winners) will be awarded at the SNM Winter meet.

Sue also noted that we will need to return the CCT grant if no progress is made on touchpads. At next meeting will need to consider results of Steve's follow up with Lesley Huckins and John's investigations on LCD/LED options for a scoreboard.

Moved that report be accepted

Sue/Jim/carried

10) TECHNICAL

Certification of chief timekeepers: Steve still working on this. Will bring notes to the Board so that the Board can adopt a policy with criteria for recognition of this role.

11) COACHING REPORT

Hamish away - No report.

12) GENERAL BUSINESS

- Swimmers Fund recipients

Margaret and Jos reported that they have awarded money from the Swimmer's Fund to 13 swimmers.

Moved that the Board notes that the recipients of grants from Swimmers Fund are:

Clara Foster	Sam Mckenzie	Talya Harwood	Matai McGuinniety
Caitlin Delany	Eddie Neill	Phillippa Dwyer	Fraser Neill
Georgina Trengrove	Sara Gane	Libby Neill	Tara Hagan
Cassandra Hagan			

Jim/Steve/carried

- Preparations for AGM and approval of annual report

Corrections to the annual report were noted, including adding adoption of the new SNZ-standard regional constitution to General Business.

Moved to approve the amended Annual Report and printing of 30 copies for the AGM

Sue/John/carried

The Annual Report and remit on scoring relays will be circulated to clubs, along with a reminder about the AGM. Lindie to advise Christian Renford of the date of SNM AGM and invite him to attend (advise Steve if coming so Steve can arrange pick up).

The Board expressed their appreciation of the work done on the annual report. It was noted that preparation could be simplified using reports from Team Manager to generate the list of results from national meets. This will be discussed at the next Board meeting.

Margaret has ordered food. Steve will pick up key for Saxton Stadium on Friday 25 July.

Nominations were received for Sue Malthus, Jim Sinner, Stephen Fryer, John Elder, Phil McMath.

- SNM remit to SNZ re minimum size of clubs

Brent reported that we have unqualified support to submit the remit from 4 regions – Auckland, Northland, HBPB, Counties Manukau. Swimming Manawatu and Swimming BOP have requested changes to the remit.

SNZ has come up with proposals to review the SNZ constitution. Re 9.1 SNZ suggests changing the minimum size to 15. It was agreed that this would meet our needs, but the Board does not have confidence that SNZ would be able to get this remit finalised for consideration at the AGM, therefore we will not withdraw our remit at this stage.

Following discussion it was decided to leave the SNM remit as it is. Brent will contact Manawatu & BOP.

- Nominations for Appointment Panel

Agreed to vote for David Jack (nominated by Auckland) and not to exercise our second vote.

- Brent's portfolio (liaison with SNZ)

This will be discussed with the new Board. Brent advised that he will help with the transition.

- Nayland SC wind up

Nayland has supplied a list of assets. They need to prepare final accounts and file with Incorporated Societies. The three remaining committee members need to sign a resolution to wind up. Steve will talk to Susie, and arrange a meeting with Gail Pope to agree on steps and timeline to complete the wind up. Jim offered to draft a resolution for them – Steve to give Jim a copy of the Nayland constitution.

- BSC remit for SNZ re subsidy for SI clubs to attend national meets that are always held in NI

It was noted that the chances were low of this getting support from four other regions to get onto the agenda of the SNZ AGM. Carried forward for final decision.

- Officials blue shirts policy

Steve noted there is no policy regarding handing out officials' shirts.

Jim offered to send an email asking officials if they intend to carry on. If not, request that any SNM shirts that are in good condition be returned. Hand the shirts back to clubs, they can hand in to SNM at Winter meet.

Agreed there is no need for a policy at this stage

- Strategy for KPI 3

This is a task for next Board, once we have heard back from SNZ. Brent has prepared a draft.

- Options to increase revenue

Task for next Board

- Profit sharing formula

Task for next Board

- Storage for SNM gear

Steve has obtained 3 quotes for storage. The best option is StorageWorld, and they are holding space for us. We need to check whether we can get insurance.

Following discussion it was agreed to start with a clean out. Steve, Margaret, and Jim will meet at 10 am this Saturday to go through the gear. Jim suggested that the documents could be scanned – hire a student to do this job. Sue's daughters could do the scanning, but would like to be paid.

Steve will advise StorageWorld that we will not take up the storage unit at this time.

13) Board Time

Medals – John noted that we have different designs for each meet. We could reduce our costs by having 3 designs (gold, silver, bronze) with different lanyards (Winter Meet, NM Age Groups, NMC&T). It was agreed that this sounds like a good idea. John will continue investigations.

14) Next meeting (Tues 12 August and venue – TBC by new Board)

Agenda items

- Simplification of the annual report – especially national results
- Touchpads/use of CCT grant (Steve/John)
- Brent's portfolio

Future agenda items

- Options to increase revenue
- Profit sharing formula
- Strategy for KPI 3

Meeting closed at 9:30 pm.

Tasks

Carried forward & ongoing

- Ask Andy for a report on SNZ Coaches meeting (Hamish) – follow up reminder Andy in Australia
- Comments to SNZ on Competition Review (Hamish)
- Talk to Paul re suggestions for independent member of SNM Board (Brent)
- Investigate LED/LCD options for display boards (John)
- Talk to Vaughn about access to LTS pool at ASB (Hamish, John, Sue)

New

- SNM to access touchpads – talk to Lesley Huckins to see if we can progress (Steve)
- Nayland Park Swimming Club – Steve to send Nayland constitution to Jim (to prepare draft resolution), assist Nayland to finalise financial accounts, and arrange meeting with Nayland committee to pass resolution that addresses disposition of assets.
- Circulate Annual Report and remit to clubs (Lindie)
- Invite Christian Renford to AGM (Lindie)
- Pick up key for meeting room (Steve)
- Email officials re shirts (Jim)
- Contact Manawatu and BOP re remit to SNZ (Brent)
- Clean out Steve's shed on Saturday 19 July (Steve, Jim, Margaret)