

SWIMMING NELSON MARLBOROUGH INC.

MINUTES OF SNM BOARD MEETING

23 February 2016

Nelson

Present: Stephen, Hamish, Phil, Mandy, Susie and Jim

1. WELCOME

Stephen welcomed everyone to the meeting.

2. APOLOGIES - none

3. CONFIRMATION OF MINUTES OF LAST MEETING (24 November 2015)

Moved that the minutes of the previous meeting be confirmed as true and correct

Hamish/Phil/*carried*

Matters arising - none

4. TREASURER'S REPORT

Susie tabled a report showing that we have a bank balance of \$39,297.87, with accounts payable and other expected expenses of about \$5,000 and a transfer of \$10,000 to a new term deposit, leaving a balance of about \$24,000. Pool hire for the Age Groups meet (Nayland) will need to come out of this, and will be somewhat higher than budgeted due to some sessions going over time.

Other account balances

NBS Combined clubs: \$1241

NBS Term deposit 42 acct: \$20,725

NBS Term deposit: \$18,784 (Swimmers Fund)

Country club account: \$933

NBS Term deposit (Nayland assets held on behalf): \$9485

Susie noted that we have had about 25 invoices from SNZ since the beginning of the year, each of which has to be reconciled with our registration database. Then it will need to be reconciled again at the end of the year. This is creating a lot of extra work. It was suggested that Susie pay invoices in groups (i.e. wait until there are several, then pay them at one time) and leave the reconciliation of registrations until the end of the year.

Stephen reported that Swimming BOP has complained to SNZ about the frequency of invoices, including some for only a few dollars.

Invoices to pay:

1. Swimming Otago – \$60 (relays at SI Champs)
2. Nigel Rukuwai – \$33 for engraving of trophies
3. AMP Insurance – \$375 for insurance cover for general liability and touchpads to end of March 2016. Liability cover to be apportioned to clubs using pre-agreed formula.
4. SNZ – \$721 for registrations
5. SNZ – \$90 registrations for coaching and Voting TOs
6. SNZ – \$95 registrations for coaching and Voting TOs
7. SNZ – \$90 relays at NZ Juniors
8. Jim Sinner – \$64.99 paper and toner for Age Groups meet

There is also a Nelson South invoice for the Country & Town meet – needs to be adjusted for corrections, will be re-presented by Nelson South

Moved that invoices be approved and paid

Susie/Jim/*carried*

Apportionment of grant funding for pool hire for summer meets (C&T and Age Groups)

Moved that the grant funding be applied to pool hire costs in proportion to the actual costs for the two meets (e.g. if the total pool hire was \$6000 and we received \$3000, then each meet gets half of the pool hire cost covered by the grant.)

Jim/Susie/*carried*

5. STRATEGIC PLAN, BUSINESS PLAN, KPIs

Mandy is updating the plan to reflect discussions to date. Nothing more to report at this stage.

6. CORRESPONDENCE

Jim reported that a second letter was received from the Trengroves dissatisfied with the response from the SNM Management Committee asking them to take up with their complaint with the person concerned. Hamish suggested that we should make the person aware that a complaint was received, but will not be taken further.

It was agreed that Stephen, as Meet Director, would talk to the person to inform him of the complaint.

Phil also suggested that the protest procedure should be made clear in the flier, that the Team Manager is the only one who should be discussing a DQ or general rule interpretation with the Referee or Meet Director.

7. OTHER BUSINESS

- Standing Orders for Badge and Bar

Moved that the amendment to SO17 re Badge and Bar be adopted.

Jim/Phil/*carried*

Moved that existing badge holders can purchase, at cost, additional bars for previous years in which they would have earned a bar, to be confirmed by SNM, to be engraved at the swimmers cost

Susie/Phil/*carried*

- Appointment of Steve Malthus to Management Committee

Moved to appoint Steve Malthus to Management Committee

Phil/Mandy/*carried*

- Touchpad Levy

It was suggested that we levy clubs an annual equipment levy to raise \$x per year to be apportioned based on the number of competitive and club swimmers in each club. Under this mechanism, however, clubs wouldn't know until the end of the year how much the levy would be, so could not include it in subscriptions. It was suggested that SNM fix the amount per swimmer at the beginning of the year and invoice clubs based on the number of swimmers at 30 June. Clubs will know what the cost is per swimmer, and can add it to their sub if they choose to do so (some clubs may choose to pay the cost out of club funds). It was also noted that some of the country clubs have swimmers registered as club swimmers who may not be entering any meets. They may wish, from next year, to register these as "learn to swim" or in some other category.

Moved that we levy clubs an annual equipment levy of \$5 per year for every competitive and club swimmer registered as at 30 June, effective starting the 2016-17 swimming year.

Phil/Jim/*carried*

Moved that for the 2015-16 year, we retrospectively cancel the existing policy on touchpad levy, and not invoice any clubs that used the touchpads to date

Phil/Susie/*carried*

- Semi-automatic timing gear

Steve reported that the West Coast clubs of SCWC have accepted our offer of having the semi-automatic timing gear on permanent loan. We will include the small trolley and two Dell laptop computers that we are no longer using.

- Enquiry from Adidas (Stephen)

Steve reported that he had an enquiry from an Adidas rep. He is coming to Nelson on 1 March and is interested in meeting representatives of SNM. Some Board members indicated that they might be available, and asked Steve if he could get more information so that we can consider whether to extend the invitation to clubs. Steve will follow up.

- Hosting of Tasman Sec Schools meet

Moved that we accept Sport Tasman's offer to take financial responsibility for the meet on the basis that SNM will receive 67% of the gross surplus (entry fees less pool hire, medal and ribbon cost, and any funding assistance Sport Tasman provides to schools).

Hamish/Jim/*carried*

- Use of Equipment by Tasman SC

Mandy asked, on behalf of Tasman SC, if they could use the touchpads, starter box and lap counters for the meets to held on 5-6 March and 2 April. This was agreed by Stephen and Phil (who oversee use of the equipment on behalf of the Management Committee).

- Pathway to Podium

Susie noted that Lindie has circulated the Sport Tasman application form for the Pathway to Podium programme. Applications are due 1 March, but require endorsement from the regional sporting body along with agreement of that body to pay the cost of \$100 per year per athlete.

Moved that SNM agree to endorse any applications for the Sport Tasman Pathway to Podium from SNM athletes, including paying the \$100 per year for athletes who are selected

Jim/Hamish/*carried*

Meeting closed at 9:10 pm

NEXT BOARD MEETING – 3 May 2016 (Hamish not available on 26 April)