

# SWIMMING NELSON MARLBOROUGH INC.

## MINUTES OF BOARD MEETING

Tuesday 13 January 2015

Nelson South Clubrooms

**Present:** Stephen Fryer, Mandy Thomas, Phil McMath, Hamish Neill, Jim Sinner, Susie Foster, John Elder  
Lindie Nelson (minutes)

- 1) WELCOME: Steve welcomed everyone to the meeting
- 2) APOLOGIES: Sue Malthus, Jos Pattison and Margaret Young
- 3) CONFIRMATION OF MINUTES OF LAST MEETING (11 November)  
*Moved* that the minutes of the meeting of 11 November be approved as a true and correct record  
Phil/Mandy/*carried*
- 4) RATIFICATION OF DRAFT MINUTES OF SGM  
*Moved* that the draft minutes of the SGM on 6 December 2014 be ratified John/Susie/*carried*  
Lindie to circulate a copy of the SGM draft minutes to clubs
- 5) MATTERS ARISING AND TASKS
  - Nayland certificate of pool length – Mandy has left a message with NCC to find out. In progress.
  - NCC long term plan – Need to coordinate with other codes (eg water polo), Hamish will contact Lyell
  - Meeting with Rita Merriman and ASB Aquatic Centre – lane rate for SI Masters confirmed
  - SI Masters – agreement signed with Sport Tasman by Stephen and Jim
  - Touchpads – all sorted, computer will be here on Friday
  - Independent Board members: Paul Rosanowski will put together a list of potential independent Board members
- 6) SECRETARY'S REPORT  
Representative swim caps – Susie will follow up with Sue about where the caps are and ensure a cap is sent to Maya Lewis (if not already done).  
Hamish clarified that regional caps are only handed out to swimmers who represent the region (i.e. relays). SI C&T is a bit different because there is a regional trophy. This should be discussed as part of the new Standing Orders (under General Business).  
*Moved* that the Secretary's Report be accepted John/Mandy/*carried*
- 7) TREASURER'S REPORT  
Susie has circulated the Treasurers report, listing the accounts due.  
*Moved* approval to pay the accounts due Steve/John/*carried*  
Two further invoices have come in since the report was circulated.  
*Moved* payment of the following additional invoices:
  - AMP liability insurance \$1212.18
  - HTS (timing gear) \$24,161.50 (inc GST)Susie/Jim/*carried*

The new timing gear is in Wellington. Phil will bring it back on the weekend. Phil needs one of the SNM computers to install software (interface between Quantum Programme and Meet Manager). It will all be set up to trial next weekend.

Susie will email Board with the pro-rata distribution of the insurance liability.

The cheque from Nayland SC has been received.

*Agreed* to open a term deposit to hold the residual assets of the Nayland Swimming Club in trust  
Susie/Jim/*carried*

8) REGISTRAR/RECORDS REPORT

The Registrars report has been circulated. Jim noted that he has not yet started moving the regional website to the new SNZ platform.

*Moved* adoption of Registrar's report and approval of the following new NM records:

<i>Event</i>	<i>Age</i>	<i>M/F</i>	<i>New time</i>	<i>Swimmer</i>	<i>Club</i>	
<b>NSSC Young Guns 22 Nov 2014</b>						
800 Free	SC	15	M	8:24.81	Thomas Heaton	Tasman
200 IM	SC	15	M	2:17.02	Sam McKenzie	Tasman
800 Free	SC	17	M	8:57.76	Luke Kelly	Nelson South
800 Free	SC	Open	M	8:24.81	Thomas Heaton	Tasman
<b>TSC Christmas Meet 6 Dec 2014</b>						
800 Free	LC	15	F	9:23.15	Talya Harwood	Tasman
200 Breast	LC	16	F	2:50.61	Caitlin Delaney	Tasman
800 Free	LC	Open	F	9:23.15	Talya Harwood	Tasman
400 IM	LC	17	M	5:00.39	Eddie Neill	Nelson South

Jim/John/*carried*

Jim will update the records on the SNM website.

9) PUBLICITY/COMMUNICATION REPORT

Mandy prepared a story on SNM C&T which was well covered.

10) FUNDING REPORT

Partial funding was received for lane hire for 3 meets. Susie will prepare a proposal for splitting the revenue across the meets.

11) SNZ LIAISON REPORT

Steve attended but nothing of significance to report.

12) TECHNICAL

- DQ form: Phil talked to Ross Bragg who gave him a copy of the DQ form used in Auckland. (The form is not 'SNZ approved'.) Phil has talked to Ivon who liked the form. Steve will discuss with Kirsty. Agreed to trial the DQ form, starting at the Age Groups meet. Jim will advise clubs and coaches and send out a copy of the form. Phil to send Jim a pdf of the Auckland form.
- Double whistle: After an event last weekend in which a relay a swimmer jumped out before the double whistle and then jumped back in to avoid being DQ'd, Steve consulted with Lesley Huckins who advised that there is no rule, the whistle used to clear the pool is a courtesy. Therefore as long as a swimmer does not interfere with another swimmer, they can leave the pool from their own lane. However, the "double whistle" rule is included in the rules for SNM meets that are printed in the flier, so swimmers could potentially be DQ'd for misconduct (breaking meet rules) if the Referee deemed the behaviour constituted misconduct.

13) COACHING REPORT

No further report.

14) STRATEGIC PLAN, BUSINESS PLAN, KPIs

Mandy is working on a spreadsheet to track and report on items.

15) GENERAL BUSINESS

- Approval of new Standing Orders

Jim went through his draft that was distributed previously to Board members, and sought confirmation on various amendments.

*Moved* adoption of new Standing Orders with agreed amendments      Jim/Steve/*carried*

*Discussion:*

Mandy queried whether the Standing Orders provide a mechanism for input from coaches. Hamish advised that in future we should have closer involvement of coaches – under a new structure that includes a Management Committee. The size and structure of the Management Committee needs to be discussed before the AGM.

Agreed that we should add a Standing Order re representative caps – need to decide what to do re SI C&T swimmers. Jim will prepare a draft for discussion at the next meeting. Susie and Hamish will provide a stocktake of current caps (400 were ordered).

Technical Committee – add ‘shall ensure that all FINA, SNZ and SNM rules are complied with and advise the Board on any matters of interpretation of these rules that arise.’

Need to consider wider objectives of meets. This should be done when the Board is developing the swim calendar for the coming year and asks clubs what meets they wish to hold.

Minor disputes: Needs revision in light of recent complaints. ‘Assistance of the Board’ should be sought using a particular form and procedure. Mandy will review and make suggestions for complaints procedure.

Hamish will develop a proposal for decathlon

John will investigate pins to replace badge and bar

Jim will develop a proposal for Best Country Club Swimmer

Hamish will develop a proposal for Belsham Trophy (for discussion with Alex Coombs-King)

- Complaint from Waimea SC

Response from Tasman circulated.

The Board agreed to respond to Waimea as follows: The issue was dealt with at the time (it is possible the Meet Director did not report back to Waimea), the Board is establishing complaints procedure which will be circulated to clubs, the Board has established a warm up procedure and all clubs need to make their swimmers aware of this, all letters of complaint should be signed. Lindie to draft a response, circulate for comment, and Steve to sign. Copy final to Tasman SC.

- SNM Distance Meet

*Moved* to add a SNM Long Distance Meet to the Swim Calendar on Friday 13 Feb at Nayland Pool, with the events being 800 and 1500 for 12 and overs, mixed gender, entry fee \$10/event, warm up at 5 pm, start 5:30 pm

Jim/Mandy/*carried*

Jim and Hamish to draft and distribute a flier stating that the purpose of the meet is to obtain qualifying times for NAGs, Div II, Open, and Australian, and that the meet is open to swimmers whose coaches are confident that the swimmer has a realistic chance of achieving qualifying times.

- SI C&T 2015

Phil has circulated a task list. Hamish will prepare seating plan.

Phil is taking the lead on sponsorship. Others will also try to get sponsorship.

We will need lots of officials – 3 sessions – and 10-12 people for the set up on Friday evening.

*Moved* to purchase 5 pedestals (preferably that will nest together for storage) for the touchpad buttons for \$312.50 + GST

Phil/Jim/*carried*

16) BOARD TIME

17) NEXT MEETING – 10 February, 2015, Nelson South Club rooms

Meeting closed at 9.20 pm.