

SWIMMING NELSON MARLBOROUGH INC.

MINUTES OF BOARD MEETING

Wednesday 22 April 2015

Cawthron Meeting Room

Present: Steve Fryer, Hamish Neill, Jim Sinner, Susie Foster, Sue Malthus, John Elder, Mandy Bishop (late)

1) WELCOME: Steve welcomed everyone to the meeting

2) APOLOGIES: Phil McMath, Jos Pattison, Margaret Young, and Mandy Bishop and Lindie Nelson (lateness)

Moved to accept the apologies

Hamish/John/*carried*

3) CONFIRMATION OF MINUTES OF LAST MEETING (17 March 2015)

Moved that the minutes of the meeting of 17 March 2015 be approved as a true and correct record

Sue/Hamish//*carried*

4) MATTERS ARISING AND TASKS

Tasks – see task sheet and below.

- Hamish apologised for not distributing the pathway documents from other regions; will distribute for next meeting.
- *Moved* that we put Nayland cash assets into a term deposit at NBS for a 12 month term at 4.5%
Susie/John/*carried*
- Mandy has not been able to find anyone in NCC who knows where the certificate is with Nayland Pool specifications. Steve suggested checking with Staig & Smith surveyors, as they did the measurement.
- Hamish received a phone call during the meeting confirming that Alex Coombs-King is happy for the Belsham Trophy be redefined as the “Swim of the Year” and scored based on FINA points. John noted that there are no FINA tables for swimmers under 12.
- Susie has paid the invoice from Swim Canterbury WC for the residual cost of the zonal meet. She has yet to send the invoices to clubs to pass on to swimmers; some may not be aware yet that there are additional costs to pay.
- Touchpads: John has notified Tasman SC about the touchpads policy. They are reluctant to use the pads primarily because of the risk of having to pay an insurance excess if the gear is damaged in transit. Jim clarified the insurance excess; Tasman might have misunderstood. Steve said he was working on a transport option that might address this; to be discussed later in the meeting.

5) SECRETARY’S REPORT

- The letter from Jodie McKenzie was discussed. It was agreed that the Aussie Age Groups meet is an “International Event” under the Swimmers’ Fund provided for in the Standing Orders. There was a suggestion that the Board should provide funding for this in addition to anything provided through the Swimmers Fund, as this is a top achievement to have our swimmers representing New Zealand, winning medals and setting a NZ record. The Board decided to wait until the Treasurer’s report, then consider this with other spending propositions.
- The letter from Cherie Trevurza offering to donate a trophy was discussed and it was agreed that this would be considered under General Business.

Moved that the Secretary’s Report be accepted

Mandy/John/*carried*

6) TREASURER'S REPORT (Susie)

- Noted that our pool hire costs for summer meets were less than expected due to a discount provided by Stadium 2000 and therefore we have approximately \$150 unspent from a Lions grant. Jim suggested that we ask Lions if they would like to donate this towards the cost of medals.
- Susie presented draft reconciliations for the SNM C&T meet and SI C&T meet, the profits from which will be shared 60:40 (SNM:club) as per decision in the Board minutes in August 2014.
- The Board is in a healthy financial position from hosting these meets. We also have 40k of which 20k is in the Swimmers Trust.
- *Financial assistance for swimmers going to Australian Age Groups*
Susie explained that the costs were about \$3500 each. Board members expressed support for helping these swimmers who have achieved so highly, but also expressed concerns that providing financial assistance directly from the Board will inevitably set a precedent and raises governance issues.

Comments made:

- i. Allocating the funds now seems ad hoc without a wider a discussion of how this supports our KPIs and intent, and what our funding priorities are (i.e. we need to establish a direction and prioritise our expenditure, and need a clear rationale).
- ii. Could increase the Swimmers Trust funds, and consider removing or changing the \$500 cap.
- iii. The achievements of these swimmers has received lots of exposure and is inspirational to others in the region
- iv. The money should be working for swimming in the region
- v. We need to establish a process so that parents can apply for funding, and a process to replenish and grow the Trust
- vi. There have been significant additional expenses for swimmers this year.

Moved that we give \$2000 to the Trust in recognition of significant additional costs experienced by some swimmers this year and that the cap be raised to \$1000
Jim/Hamish

Moved that the motion be amended so that we give \$5000 to the Trust
Sue/Mandy/*carried*
Abstentions: Jim, Susie

The amended motion was put to a vote: *carried* (abstention: Susie)

Lindie to write to Jodie advising the outcome and let all clubs know the changes to the Trust.

- *Moved* approval of Treasurer's report and to pay the following invoices:
 - i. AMP: Timing gear insurance (balance) \$360.79
 - ii. SNZ: NAGs relays \$105

Susie/Steve/*carried*

7) REGISTRAR/RECORDS REPORT (Jim)

- SI Masters: Hamish will take a few posters to NAGs (pick up from Sport Tasman)
- Records: results from Australian Age Groups not available yet.
- *Moved* to accept the Registrar's report and confirm the following new SNM records:

Tasman SC Meet 28-29 March 2015 – ASB

800 Free*	SC	11	F	11:13.45	Sierra Thomas	TASNM
400 IM*	SC	11	F	6:14.11	Sierra Thomas	TASNM
400 Free	SC	15	F	4:28.32	Talya Harwood	TASNM
100 Back	SC	13	M	1:08.12	Oliver Stark	NLSNM
50 Free	SC	15	M	23.61	Sam McKenzie	TASNM
100 Free	SC	15	M	50.46	Sam McKenzie	TASNM
200 Free	SC	15	M	1:52.31	Sam McKenzie	TASNM

400 Free	SC	15	M	3:57.35	Sam McKenzie	TASNM
200 Free	SC	16	M	1:57.91	Thomas Heaton	TASNM
400 Free	SC	16	M	4:03.70	Thomas Heaton	TASNM
1500 Free	SC	16	M	16:02.79	Thomas Heaton	TASNM
50 Free	SC	Open	M	23.61	Sam McKenzie	TASNM
100 Free	SC	Open	M	50.46	Sam McKenzie	TASNM
200 Free	SC	Open	M	1:52.31	Sam McKenzie	TASNM
400 Free	SC	Open	M	3:57.35	Sam McKenzie	TASNM

* newly established records for this age group

NZ Open Championships, Auckland – 14-18 April

50 Back	LC	16	F	31.53	Samantha Trevurza	NLSNM
50 Fly	LC	16	F	30.11	Samantha Trevurza	NLSNM
50 Breast	LC	17	F	33.85	Ellie Rukuwai	NLSNM
100 Breast	LC	17	F	1:15.33	Ellie Rukuwai	NLSNM
200 IM	LC	17	F	2:30.42	Ellie Rukuwai	NLSNM
50 Back	LC	Open	F	31.53	Samantha Trevurza	NLSNM
50 Breast	LC	Open	F	33.85	Ellie Rukuwai	NLSNM

Blenheim SC April Meet 17 April

400 Free	SC	15	F	4:25.28	Talya Harwood	TASNM
400 Free	SC	Open	F	4:25.28	Talya Harwood	TASNM

Jim/Sue/carried

- Swim Calendar

Moved to confirm a change of date for BSC meet from 1 August to 8 August

Jim/Sue/carried

Hamish noted that we should revisit the request from Tasman to hold a distance meet in June. We need a distance meet between now and SC NAGS. Mandy suggested some coordination between BSC and Tasman in terms of club meets.

Moved to invite Tasman to liaise with Blenheim to discuss whether BSC meet will include long distance events and, if Tasman wishes, to come back to the Board with a request for a distance meet

Jim/Hamish/carried

- Timing Gear policy changes

Moved that the SNM Policy on Use of Electronic Timing Gear be amended to include new clause f: "Ensure proper care of the gear during installation in the pool and dismantling (including washing down and drying all gear after use)"

Jim/Susie/carried

8) PUBLICITY/COMMUNICATION REPORT (Jim/Mandy)

- Jim's report was tabled (he chose not to submit a motion concerning approval of meets prior to publicity).

- Moved* to accept the Publicity report

Jim/Mandy/carried

9) FUNDING REPORT (Sue)

- Sue advised that the Pelorus Trust application was sent last week.

- Moved* to accept the funding report

Sue/Jim/carried

10) SNZ LIAISON REPORT (Hamish)

- Hamish spoke with the Acting HP Director at NZ Opens and had a robust discussion about the Competitive Pathways plan.
- Hamish reported on the teleconference last night. Issues noted:
 - Concerns about the Competitive Pathways proposal were discussed. SNZ will analyse survey results and submissions from regions.
 - SNZ supports swimming 50m events in regional and club meets

- iii. SNZ has a short list for the Head Coach. Clive Power is standing in (constitutional issues, since he is a Board member, but SNZ has legal advice it is ok)
 - iv. Coaching Pathway – a paper will come out. Hamish noted that the problem is that all these pathways are silos. The key issue is not retaining 16 & over swimmers.
 - v. SNZ says they are in negotiations with two possible corporate sponsors.
 - vi. SNZ held a Strategic Planning session facilitated by Mark Berge of Wellington
- Susie congratulated Hamish and Jim on the submission on the Competitive Pathways proposal. Others agreed.
 - *Moved* to accept the SNZ Liaison report Hamish/Jim/*carried*

11) TECHNICAL (Steve)

- Phil has suggested that the touchpad fee be changed from 50c to 10c. Agreed to defer to next meeting.

- Trailer for timing gear

Steve and Phil have looked at a trailer in Nelson today and agree it is more than adequate for our needs: carpeted, lined with chipboard, registered, interior LED light, fold down door rack and touchpads will go in on trolley. Will need a jockey wheel. Have negotiated a price of \$7500. In Blenheim it can be parked behind stadium in lock up, in Nelson may be able to be parked at Rukuwais. John also noted that he has an empty double garage. Mandy advised that Tasman is looking at getting some storage at ASB.

It was discussed how frequently the touchpads would be used, and whether it's worthwhile to buy a trailer. An option is to rent a furniture trailer for the few times that transport is needed, especially if there is coordination of the meets.

Mandy will talk to trailer manufacturing company in Brightwater to see if they are interested in sponsoring a furniture-type trailer for the touchpads.

John will check out trailer hire options (ideally able to hire in both Blenheim and Nelson). Need to think about coordinating its movements and insuring the trailer.

Agreed to put decision on trailer on hold we further information is sought. Information obtained is to be distributed by email for possible e-decision.

12) COACHING REPORT (Hamish)

- No report

13) STRATEGIC PLAN, BUSINESS PLAN, KPIs (Mandy)

- Reporting template – defer
- Update on KPIs:
 - i. KPI 1 and 2 are progressing
 - ii. KPI 3 relies on SNZ
 - iii. KPI 4 needs a bit of work to develop a short strategy.

Agreed to allocate 30 minutes at the next meeting to discuss KPI3 and 4. In the interim think about strategies for KPI 4, and Hamish and Susie will discuss KPI 3 poolside.

14) GENERAL BUSINESS

- Strategy for KPI 3 - deferred
- Planning for transition to new Board structure & Annual Board Calendar – need to call for Board nominations - deferred
- Dispute Resolution Procedure - deferred

- Strategic and business plans - deferred
- Additional trophies for SNM Age Groups

Moved to accept the offer from the Trevurzas for a set of age group trophies and indicate to clubs that we would be happy to receive offers of cups for missing age groups (9&Under, 11, 13, 15&Over). Clubs should contact John Elder with offers. Jim/Hamish/carried

- Winter Meet format and Standing Orders

Hamish and Jim have discussed and summarised comments, and made recommendations for changes. Adding prelims is supported in principle but it adds to session times without adding any revenue. Susie suggested having an A final or an A & B final as an exhibition swim. Points will be scored on the basis of timed finals (prelims). Agreed to have an unscored A & B final open for the 400 free and 400 IM events.

Changing the scoring system would need further discussion in consultation with clubs: options include having no points for older swimmers for the 50s and 100 IM, and excluding non-Olympic events from the Swimmer of the Meet.

It was agreed that there would be ribbons for 1st, 2nd, 3rd and 7 more finalists. John will order medals, ribbons and trophies, and provide Susie with a budget.

The order of events was also discussed with various changes suggested.

Moved that the flier for the SNM Winter Meet be approved with amendments to provide for prelims and finals for the 200 fly and the addition of unscored mixed open A & B finals for 400 free and 400 IM Jim/Mandy/carried

Moved that the Board review the scoring of all SNM meets for 2016 and put out a separate consultation to the clubs Mandy/Hamish/carried

The Board should come up with a proposal for consultation. Mandy will prepare some suggestions for discussion in June.

- Assets of Nayland Park Swimming Club
The asset list has been circulated. It was agreed that the assets could be loaned to other clubs on condition that they be returned if Nayland SC re-established itself. Steve advised that there is also some SNM gear (eg floatboards) available. Lindie to advise clubs of the available gear and to contact Steve if interested (first come, first served basis).

15) BOARD TIME

No additional matters were raised.

16) NEXT MEETING: Tuesday 12 May, 7 pm venue Cawthron Meeting room

Agenda items

- KPI 3 and KPI 4 (30 mins)
- KPI reporting template
- Touch pad fees
- SNM AGM – (to be held by 30 August, could hold in conjunction with SNM Winter Meet)
- Transition to new Board structure and annual Board calendar
- Dispute resolution procedure
- Strategic and business plans

The meeting closed at 10.12 pm