

# **SWIMMING NELSON MARLBOROUGH INC.**

## MINUTES OF BOARD MEETING

Tuesday 17 March 2015

Nelson South Clubrooms

**Present:** Phil McMath, Hamish Neill, Jim Sinner, Susie Foster, Sue Malthus, John Elder

1) WELCOME: Hamish (for Steve) welcomed everyone to the meeting

2) APOLOGIES: Mandy Bishop, Steve Fryer, Jim Sinner (lateness), John Elder (lateness)

*Moved to accept the apologies*

Hamish/Sue/*carried*

3) CONFIRMATION OF MINUTES OF LAST MEETING (10 February 2015)

*Moved that the minutes of the meeting of 10 February 2015 be approved as a true and correct record*

Susie/Hamish/*carried*

4) MATTERS ARISING AND TASKS

Tasks – see task sheet and below.

- Strategy for KPI 3 – Hamish will distribute to the board three pathways documents that have been prepared by SNZ, for discussion at the next meeting.
- NCC Long Term Plan – Hamish met with Clare Hadley, CE of Nelson City council to discuss the council's long term plans for the Nayland Park and Riverside pools (covered below under General Business).
- Standing order proposals – T14 Belsham Trophy. Hamish distributed a score sheet that is used by Swimming Wellington to calculate the swimmer of the year and it was agreed that SNM could use a similar scoring criteria. John suggested that once the score sheet was finalised he could write a computer program to calculate the points for each competitive swimmer using the data from Team/Meet manager.

Hamish suggested that he should talk to Alex Coombes-King and Steve Fryer to ascertain if they want their cups to be awarded to the swimmer of the year or to the swim of the year.

*Moved that SNM adopt new criteria for a 'swimmer of the year' trophy based on the Wellington swimmer of the year criteria, which award points for results in national and international meets, selection in New Zealand teams, and regional, national and international records.*

Hamish/Sue/*carried*

- Standing orders to be updated to give effect to the decisions made at the 10 February 2015 board meeting – some have been amended but there are some still outstanding.
- Voting officials – Steve to speak to Lesley Huckins

5) SECRETARY'S REPORT

- The letter from Cherie Trevurza about the NM Age Groups cups was discussed and it was agreed that a letter should be sent stating that the board intends to recognise winners in each age category (not just 12, 14 year olds etc) and will seek donations of cups.
- It was noted that there have been no minutes received by the board from either Tasman or Nelson South clubs for a long time. Susie and John will remind their clubs.

*Moved that the Secretary's Report be accepted*

John /Phil/*carried*

6) TREASURER'S REPORT (Susie)

*Moved* approval to pay the following invoices:

- i. Nayland Park Pool - \$2,444.00
- ii. PO Box rental – 170.00
- iii. Florist (Lindie) - 60.00
- iv. Hampden Street pool - 840.00
- v. Stadium 2000 - 265.00 (long distance meet)
- vi. Stadium 2000 - 1,980.00 (SI C&T meet)
- vii. Newman Graphics - 2,650.52 (ribbons for SI C&T meet)
- viii. John Elder – 140.00 (approx. – timing gear accessories)

Susie/Sue/carried

- Pre-approvals to pay SNZ relay entries

*Moved* that pre-approval be granted to Susie to pay up to \$300 for SNZ national relay entry fees for the 2015/16 swim season  
John/Susie/carried

7) REGISTRAR/RECORDS REPORT (Jim)

- *Moved* to accept the Registrar's report and confirm the following new SNM records:

Event	Age	M/F	New time	Swimmer	Club
<b>SNM Long Distance Meet 13 Feb 2015</b>					
1500 Free	LC	16 F	18:17.42	Bailee Spriggs	NLSNM
1500 Free	LC	16 F	18:17.42	Bailee Spriggs	NLSNM

**SNM Age Group Champs 14-15 Feb 2015 - Nayland**

200 Breast	LC	17 F	2:49.15	Ellie Rukuwai	NLSNM
400 IM	LC	17 F	5:23.52	Ellie Rukuwai	NLSNM
100 Back	LC	18 F	1:13.23	Cara Pearson	TASNM
400 Free	LC	17 M	4:18.56	Eddie Neill	NLSNM

**Central LC Champs 27 Feb 2015 Hamilton**

200 IM	LC	15 F	2:28.26	Clara Foster	NLSNM
200 IM	LC	Open F	2:28.26	Clara Foster	NLSNM

**Tasman LC Meet 7 March 2015 - Nayland**

800 Free*	LC	11 F	12:14.48	Sierra Thomas	TASNM
800 Free*	LC	13 M	10:26.24	Oliver Stark	NLSNM
200 Back	LC	16 M	2:22.02	Thomas Heaton	TASNM

\* newly established records for this age group

Jim/Phil/carried

8) PUBLICITY/COMMUNICATION REPORT (Jim/Mandy)

- Jim wrote an article for the Nelson Mail about the South Island Country and Town meet however it was not published. Jim suggested that this may be because the title read "Blenheim club wins trophy". The Marlborough Express gave good coverage to the story.
- Mandy wrote an article about the last Tasman club meet at Nayland which was published in the Nelson Mail.
- Articles have been also been published about Sam McKenzie's latest achievements.

9) FUNDING REPORT (Sue)

It was agreed to apply for funding for \$4350.83 from the Pelorus Trust to purchase accessories for timing gear for swim meets. The costs of these items are shown below.

		US\$ each	NZ\$ each	Qty	Total
1	Meet Manager 5.0 upgrade (US\$229) w scoreboard interface option (US\$495)	724	928.21	3	2784.62
2	MM5 Timing Console Interface (Nelson South only)	295	378.21	1	378.21
3	Laptop for Registrar (GST inc)		449.00	1	449.00
4	Office software for new laptop (GST inc)		239.00	1	239.00
5	Extension cables for timing gear (GST inc)		500.00	1	500.00
	Total				4350.83
Exchange rate US\$/NZ\$		0.78			

John agreed to obtain a quote for the extension cables. Once this quote is obtained the funding application will be sent off.

*Resolved* that the Board apply for funding of \$4396.08 (GST exclusive) from the Pelorus Trust to purchase accessories for timing gear for swim meets.

*Sue/Phil/carried*

10) SNZ LIAISON REPORT (Hamish)

- Hamish provided an update from the latest Regional Chairs meeting. Changes that had been made to the high performance structure were discussed, including the disbanding of three positions and the establishment of two other positions, only one of which has been filled to date. There was some concern discussed at the meeting about the number of high performance swimmers, such as Lauren Boyle who were training overseas. There has been no progress towards finding a major sponsor for SNZ. There was also some discussion about the amalgamation of regional associations which was “underway but slow” however none of the regions who were represented at the meeting were aware of any proposed amalgamations.

11) TECHNICAL (Steve)

- Phil believes that the region needs more people to train as technical officials, in particular Judge of Strokes, and advised that the Blenheim Club expect a parent of every competitive swimmer to be training to be a technical official.
- The board acknowledged and wish to pass on their congratulations to Jenny Smith and Christine Fisk on becoming regional referees. John and Phil will pass on the congratulations.

12) COACHING REPORT (Hamish)

- No report tabled

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

- It was agreed that we should try to ensure that every board member can make the next board meeting to be able to progress these plans.

14) GENERAL BUSINESS

- Tasman SS Champs, 21 May: Meet Director and Event Organiser

The flier has gone out to clubs and the club recorders are to do the entries for the swimmers.

*Moved* that Lorraine McMath and Jeni Nunn (Sport Tasman) be appointed joint event organisers and that Phil McMath be appointed the Meet Director for this meet *John/Jim/carried*

- Planning for transition to new Board structure/Annual Board Calendar

It was agreed that at the next meeting, the board will consider the establishment of the management committee and who might stand for the board at the next AGM. The Board will continue to review and update the timetable and schedule of tasks for the future board and committee that has been developed by Jim.

- Winter Swim Calendar

*Moved* that the SNM Winter meet will generally be held in Blenheim as part of the short course season, and that the SNM Age Group Champs will be held in Nelson (at Nayland pool) as part of the long course summer season

John/Jim/*carried*

*Moved* that the following changes be made to the SNM swimming calendar:

16 May 2015 – TSC Winter Warm up

13 June 2015 – BSC distance and sprint meet (type of meet to be confirmed)

1 August 2015 – BSC meet

29 August 2015 – NSSC invited to hold a meet

Hamish/Jim/*carried*

*Moved* that Ivan Clemett be appointed Meet Director and Lorraine McMath be appointed Event Organiser for the SNM Winter meet.

Hamish/Jim/*carried*

- Dispute Resolution Procedure

Carried forward to next (full) board meeting.

- Warm up procedures and signs

Lorraine McMath to email to the board a file to print signs that can be laminated and used during warm ups at future meets.

- Zonal expenses

An invoice for \$1,538 was recently received from Swim Canterbury in respect of the six SNM swimmers (and their coaches) who attended the recent zonal competition. This was unexpected and a complete surprise to the swimmers and their coaches, and the board has been approached for a request for a contribution towards the payment of this amount. The options the board considered were:

- i. To contribute nothing
- ii. To pay for the coaches' share (of \$506.55)
- iii. To pay 100% of the costs
- iv. To pay a proportion of the costs.

*Moved* to contribute one half of the total cost

Hamish/Jim/*carried*

Susie will pay the invoice on behalf of the board and then invoice the six swimmers with their share of half of the total amount. A copy of the Swim Canterbury invoice will be sent to the six swimmers, together with a letter explaining why they have been invoiced and detailing the board's contribution.

It was agreed that, rather than write a letter of complaint to Swim Canterbury about the unexpected expenses of the zonal meet, that Jim will phone Amanda MacLeod to express the board's surprise and disappointment about the expenses.

- Submission to NCC draft Long Term Plan

Hamish met with Clare Hadley, CE of Nelson City council to discuss the council's long term plan for the Nayland Park pool complex and the Riverside pool. She stated that Nayland pool will not be

covered but it may be deepened. She also agreed that Riverside could become a seven lane pool and that the council will look into the policy of keeping three lanes open to the public at all times (in particular given that these lanes are often empty when Nelson South is using the other lanes). It was agreed that the board would not make a submission to the NCC at this stage.

- Policy on Use of Touchpads

The board considered the SNM Policy on the Use of the Electronic Timing Gear, which has been drafted by Jim, and approved the following changes:

- i. To add that the equipment is insured to a value of \$60,000.
- ii. Part 3b) to be changed to "Pay SNM \$0.50 per entry for the use of the timing gear for each meet at which the gear is used".

*Moved* that the SNM Policy on the Use of the Electronic Timing Gear be approved.

Hamish/Jim/*carried*

It was agreed that Phil and Steve would be authorised by the board to approve arrangements for the storage and transport of the touchpads. John will contact TSC to ask if they wish to use the touchpads at their next meet on 28/29 March under the new policy.

15) BOARD TIME

No additional matters were raised.

16) NEXT MEETING

Tuesday 14 April, 7 pm venue TBC?

Agenda items

- Strategy for KPI 3
- Planning for transition to new Board structure/Annual Board Calendar
- Dispute resolution procedure
- Strategic and business plans

The meeting closed at 10pm.