

SWIMMING NELSON MARLBOROUGH INC.

MINUTES OF SNM BOARD MEETING

6.30 pm Tuesday 11 September 2018
Cawthron Institute, Nelson

Present: Hamish (meeting chair), Susie, Lees, Jim, Sarah (via Skype)

1. WELCOME Hamish welcomed everyone.

2. APPOINT CHAIR

Hamish noted that we need to appoint a Board Chair and suggested Jim for this role. Jim noted that he is still the Registrar and is not keen to be the chair until he has passed on the Registrar role. He suggested that Hamish continue as acting chair and that the question be revisited at the end of the meeting.

3. APOLOGIES

None

4. BOARD MINUTES -- 10 July

Moved to approve the minutes of 10 July as a true and correct record

Jim/Susie/carried

Matters arising

- Registrar role

Hamish and Jim met with a candidate for the role of Registrar to discuss the Board's concern that there is a conflict of interest in being the SNM Registrar at the same time as being an officeholder of a club. In discussion the Board noted that it is important to protect both the Registrar and the Board from any perceptions of conflict.

The Board decided that the Registrar role can only be carried out by an individual who does not hold an officer role at any club, though a limited transition period could be acceptable while a club trains new officeholders. Further, the Registrar should not be the chair of SNM Board.

A decision was postponed until the Board can discuss the issue further with the candidate for the Registrar role.

5. DRAFT AGM MINUTES

Moved that the Board has reviewed the draft minutes for accuracy and that they should be submitted to next AGM for approval

Jim/Hamish/carried

6. TREASURER'S REPORT

None for this meeting.

7. OTHER BUSINESS

- Management Committee membership

Moved to appoint Karla Thurlow to the SNM Management Committee

Jim/Susie/carried

- Strategic plan – discuss at Mgt Committee

- SNM Board vacancy

Prior to 2018 AGM, the Secretary called for nominations for the 2 vacancies. Only 1 nomination was received. The SNM Constitution has provisions to appoint a Board member where there is a casual vacancy (Clause 8.10)

Moved that we deem the current situation represents a casual vacancy Hamish/Sarah/*carried*

Jim noted that Lisa Dunn is available and interested in joining the Board.

Moved to appoint Lisa Dunn to fill the casual vacancy until the next AGM Jim/Susie/*carried*

- Standing Order 21 (NM SC Champs)

Moved to amend clause 8 of Standing Order 21 by deleting the first occurrence of the word “meet” and replacing it with “SNM”, and by deleting the phrase “, which shall be posted the week following the meet” Jim/Hamish/*carried*

- Technical Committee membership and liaison with Management Committee

Stephen Fryer was convenor of the Technical Committee. Jim has talked to Phil McMath about being convenor– he is happy to do this and could provide the Mgt Committee with updates by Skype.

Any appointments will be made after Jim has talked to Stephen Fryer and Kirsty Rukuwai about whether they want to remain on the Committee.

Board meeting adjourned at 7 pm and reconvened at 9.38 with the candidate for Registrar present.

- Registrar position

Hamish advised that the Board feels strongly that it is a conflict of interest to be both the SNM Registrar and an officeholder of a club. It is critical to protect both the Board and the Registrar. But the Board would very much like to appoint the candidate as the Registrar and envisages a transition period.

The candidate said that their club does not see this as a conflict of interest but the club is working on getting on replacements for their club roles. It may take some time and the Board may have to find another person to take the Registrar role.

It was agreed that Jim would remain as Registrar in the meantime. As soon as the candidate’s club can appoint people to assume the candidate’s club roles, the SNM Board can initiate the transition and appoint the candidate as Registrar.

The candidate left at 9.53 pm

The Board discussed some options for the Registrar position –Make the position paid? Approach other potential candidates again? At least pending the preferred candidate becoming available?

- Chair position

Hamish will be the acting Board chair until such time as the Registrar position is sorted.

- Management Committee

All Management Committee members need to be prepared to accept some responsibilities to assist with the work of SNM.

NEXT BOARD MEETING – 6.30 pm 13 November