



## SNM MANAGEMENT COMMITTEE - Meeting Minutes

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**Date:** Monday 19 April 2021  
**Time:** 6:30pm  
**Venue:** Sport Tasman Boardroom

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**Attendees:**

**Members:** Lees Seymour, Patsy Berriman, Lowri McNabb, Andrew McKay, David McKay, Stephen Bayley  
**Minutes:** Fiona Lulham  
**Guest:** Pete Harman

**Apologies:** Dave Hall, Mandy Thomas

Item #:	Discussion:	Action Points:
1.	<b>Welcome</b> At 6:37pm, Lees acknowledged that a quorum was present and welcomed everyone to the meeting.	
2.	<b>Apologies</b> Apologies from Dave Hall and Mandy Thomas were noted and accepted.	
3.	<b>Confirmation of previous minutes</b> <i>It was moved to accept the minutes of the previous meeting on 15 March 2021 as a true and accurate record.</i> <i>Moved/seconded: Lowri/David M</i> <i>Carried unanimously</i>	
4.	<b>Matters Arising &amp; Tasks</b> Updated – see attached Decisions resulting from actions on Tasklist: no specific decisions.	
5.	<b>Ratify e-decisions</b> There was 1 e-decision made during the past month to be ratified:	

	<p><i>It was agreed to ratify the e-decision made to approve the change of date of the Tasman swim meet from 3 April to 10 April.</i></p> <p><i>Moved/seconded: Lees/David M</i></p> <p><i>Carried unanimously</i></p>	
6.	<p><b>Chair Report</b></p> <p>Dave's report for the MC was circulated prior to the meeting and tabled as read.</p> <ul style="list-style-type: none"> <li>• There were no objections to removing VTO's from the regions number of votes, in lieu of no SNZ registration fees being paid.</li> </ul>	
7.	<p><b>Strategic Plan/KPI Implementation</b></p> <p>Lees noted that he needs to speak to NCC regarding their Aquatic Facilities review. Ongoing.</p>	
8.	<p><b>Health &amp; Safety, Child Protection</b></p> <p>No report this month. Lowri was unable to attend the SNZ zoom meeting on revised Membership Protection Policy.</p>	
9.	<p><b>Secretary Report</b></p> <p>Report was tabled as read.</p>	
10.	<p><b>Treasurer Report</b></p> <p>Report was tabled as read.</p> <ul style="list-style-type: none"> <li>• It was noted that SNM has made a profit of approximately \$20k for the previous 12 months before any end of year adjustments are made.</li> <li>• It was noted that at their meeting the Board agreed to change the balance date of SNM from 30 April to 30 June to fall in line with SNZ.</li> <li>• The invoice from HTS Groups was discussed – SNM has received the relay boxes but has not had an opportunity to make sure everything is working so payment of the invoice would be delayed until this occurred.</li> </ul> <p><i>It was moved to approve the aged payables as at 17 April 2021 except for the payment to HTS Group (pending making sure everything is working correctly).</i></p> <p><i>Moved/seconded: Lees/Andy</i></p> <p><i>Carried unanimously</i></p>	
11.	<p><b>Registrar Report</b></p> <p>Report tabled and discussed.</p> <ul style="list-style-type: none"> <li>- Moving the BSC meet from 8 May to 29 May.</li> </ul> <p><i>It was moved to approve the change of date from 8 May to 29 May for the upcoming BSC meet.</i></p> <p><i>Moved/seconded: Lowri/David M</i></p> <p><i>Carried unanimously</i></p>	

	<ul style="list-style-type: none"> <li>- SNM Short Course meet. Criteria for age groups (in particular 11-12 years) was discussed along with making all 12 &amp; under events timed finals.</li> <li>- The following decisions were made:  <i>It was moved to restrict 12 year olds from swimming 400IM and 800m free in the 2021 SNM Short Course Champs.</i>  <i>Moved/seconded: Lees/Patsy</i>  <i>All in favour – 5</i>  <i>All against – 1</i>  <i>The motion was passed as a majority vote</i></li> </ul> <p><i>It was moved that all events for swimmers aged 12 years and under will be swum as timed finals at the 2021 SNM Short Course Champs.</i>  <i>Moved/seconded: Lees/Steve</i>  <i>Carried unanimously</i></p> <ul style="list-style-type: none"> <li>- South Island Short Course Champs. Changes to the meet flyer were discussed and approved. It was also agreed that Ron Clarke would be offered assistance with the cost of flights and accommodation should he take up the position of Meet Director. \$1600.00 in prize money is required for this meet. Fiona to look at options to have the money available as cash.</li> </ul> <p>Concerns around the clash of dates with NZSS were raised. Too late in the day to ask for a change of dates. Also discussed removing the QT's for 50m events to fall in line with QT's for NZSS and as an incentive for more swimmers to enter. Patsy to contact Makos Committee to seek assurance that the meet would be well supported by coaches (preferred meet to NZSS) and raise suggestion of QT's for 50m events.</p> <p><i>It was moved that Ron Clarke would be offered assistance with flights and accommodation (cost to be confirmed).</i>  <i>Moved/seconded: Lees/Patsy</i>  <i>Carried unanimously</i></p> <ul style="list-style-type: none"> <li>- SNM Records:  <i>It was moved to ratify the SNM records set at the BSC Measure for Measure Meet and the 2021 AON NZ Swimming Championships.</i>  <i>Moved/seconded: Lees/Steve</i>  <i>Carried unanimously</i></li> </ul>	<p>AP</p> <p>AP</p>
12.	<p><b>Publicity/Communication Report</b>  No report this month.</p>	
13.	<p><b>Funding Report</b>  Funding report tabled as read.</p> <ul style="list-style-type: none"> <li>• Mainland Foundation – accountability completed for summer lane hire.</li> <li>• Lion Foundation – resolution required for new scoreboard.</li> </ul>	

	<ul style="list-style-type: none"> <li>• Next application to Air Rescue Services for winter lane hire. Fiona/Lowri to organise quotes.</li> </ul> <p><i>It was resolved to apply to the Lion Foundation for funding of \$26,212.38 ex GST for a new scoreboard including installation costs, and a scoreboard cover.</i></p> <p style="text-align: right;"><i>Moved/seconded: Andy/Steve Carried unanimously</i></p>	AP
14.	<p><b>SNZ Liaison Report</b></p> <ul style="list-style-type: none"> <li>- Chair Level: Included in Dave's Chair Report</li> <li>- Administration Level: April meeting cancelled (due to NZ Champs, NAGS).</li> </ul>	
15.	<p><b>Technical Update</b></p> <p>No update this month.</p>	
16.	<p><b>Coaching Report</b></p> <p>No coaching liaison report.</p>	
17.	<p><b>General Business</b></p> <ul style="list-style-type: none"> <li>- Timing of SI Short Course and NZ Secondary Schools Meets. Covered off in discussion under Registrar's Report.</li> <li>- Police vetting of Technical Officials. It is now compulsory for regional events. All TOs will need to be done by SNM SC and SISC. Patsy to contact TOs.</li> </ul>	AP
18.	<p><b>Club Updates</b></p> <p><u>Tasman Swim Club</u> – No issues. Nothing to report.</p> <p><u>Nelson South</u> – Nothing to report.</p> <p><u>Waimea Swim Club</u> – Off season. Nothing to report.</p> <p><u>Blenheim Swim Club</u> – No update</p> <p><u>Kaikoura Swim Club</u> – Kaikoura's new pool due to open in Spring 2021. Would be great to support a meet when the pool opens.</p>	
19.	<p><b>Date of next meeting</b></p> <p>Monday 17 May 2021 – *** this is a change from Monday 10 May as too many committee members unable to attend.</p> <p>Venue: Boardroom at Sport Tasman</p>	
20.	<p><b>Close of meeting</b></p> <p>Lees called the meeting to a close at 8:45pm</p>	