

SWIMMING NELSON MARLBOROUGH INC.

SNM MANAGEMENT COMMITTEE MEETING MINUTES

Tuesday 19 February 2019
6.30 pm Cawthron Institute, Nelson

Present: Jim, Hamish, Steve F, Susie, Steve M, Lees, Melinda, Mandy, Lorraine (Skype), Mark, Dave (from 6.40 pm), Daniel Bell (from 7.30)

1. WELCOME: Jim welcomed everyone to first meeting of 2019

2. APOLOGIES: Dave (lateness), Lisa and Karla

3. STRATEGIC PLAN/KPI IMPLEMENTATION

- KPI: Fit for purpose facilities

Hamish and Steve Fox to discuss further and bring matter back to next meeting. Also complete Sport Tasman survey by 1 March and arrange to participate in Sports Leaders Forum meeting in mid-March.

4. CONFIRMATION OF MINUTES (11 Dec)

Moved to approve the minutes of 11 December as a true and accurate record

Steve M/Susie/*carried*

5. MATTERS ARISING AND TASKS

- Task List

- Pool retiling – Lees and Hamish have contacted various people, but there is no confirmed date (possibly due to some delays with getting tiles). Hamish to contact again tomorrow.
- Survey of cost of swimming – done, just needs to be distributed to families
- Moving Accounts – waiting to hear back from IRD (to approve the current name of Swimming NM)
- Touchpads reconditioning – Phil reported all pads checked with a meter. They are getting pretty worn out, one has been re-wired. Further work needed on box 6. For SITC hoping to use Tasman touchpads for lanes 1-8, will use SNM touchpads for 0 and 9 – these are still in good condition. Work done by Aotea Electric in Blenheim; possibly as a sponsorship.
- Primary School Champs – Medals (Mandy T and Melinda sorting), Lisa to contact Mandy B re organising
- Health and Safety Policy and documents – Jim summarised responsibilities. SNM Board will adopt following this meeting. Clubs need to adopt their own procedure. Discussed further in general business.

Lorraine noted that the hazard registers for Nayland and Richmond pools need to be considered. Nelson South has an updated hazard register for Hampden St. There should be a hazard register for each pool that all clubs have access to.

Moved to nominate Lorraine McMath as the H&S coordinator for SNM Lees/Steve F/*carried*

- Matters arising - none

6. SECRETARY REPORT

The Secretary report was circulated before the meeting. There was no further discussion.

Moved to accept the Secretary Report

Jim/Dave/*carried*

7. TREASURER REPORT

Moved to approve payment of \$264.91 to Blenheim SC as profit share for the NMSC Champs

Susie/Jim/*carried*

Moved to approve the following payments made:

Starter repairs (reimburse Dave Hall)	\$54.77
Officials shirts	\$1375
Pool Hire NMCT (Nelson South)	\$1198.01
Meet share – Nelson South NM C&T	\$337.77
New trophies (reimburse Mandy T)	\$330.80

Susie/Jim/*carried*

Moved to approve the following invoices for payment

Design by George (Adam & Eve towels)	\$20
Name Plate Engravers	\$80
Name Plate Engravers (reimburse Susie)	\$61.80
NMC&T Catering (reimburse Susie)	\$34.80
SNM LC Catering (reimburse Tasman)	\$242.03

Susie/Mandy/*carried*

Jim to advise Susie how to apportion the invoice for ribbons. Mandy has a spreadsheet she can distribute to Jim. Wide ribbons are for SICT.

8. REGISTRAR REPORT/MEETS MANAGEMENT

- NMC&T

Dave reported that the meet went well. The Ivon Clemett and Eric Petersen Cups were well received.

- SICT

Good numbers, several new clubs, but very few entries from Otago. There are 83 swimmers from NM. Technical Committee will discuss how to raise awareness among officials about para swimmers.

- Tender for SNZ events

SNZ planning to call for tenders for national events. We could consider tendering for Secondary School Open Water Champs. There are no facilities in our region that could host any of the other events. Following discussion it was decided not to put any further work into this.

- Registrations

Good numbers of competitive swimmers. Numbers strongly affected by the club swimmer numbers. These must now pay a fee, so the registration numbers are probably more accurate now, i.e. in past clubs may have maintained some swimmers on database because they paid no fee.

- Transfers – Mandy advised some corrections to the transfers. Bella Goomes has not transferred.

Moved to record the changes to the swim calendar agreed by email, approve the times listed below as new NM records and adopt the Registrar report noting the corrections on the transfers table:

Tasman Xmas Ribbon Meet 8 Dec 2018

50 Back	LC	12	F	34.89	Samantha Wilson	TASNM
50 Fly	LC	12	F	31.89*	Samantha Wilson	TASNM

1500 Free L 15 F 18:18.01 Abbey Smale TASNM
* Tie with record set by Josie Kydd in 2007.

Wellington Junior Champs 15 Dec 2018

50 Breast SC 12 F 35.93 Lilly Hall NLSNM

Wellington LC Champs 19-21 Jan 2019

200 Back LC 16 F 2:28.55 Bree Anderson NLSNM

200 IM LC 16 F 2:28.87 Bree Anderson NLSNM

SNM LC Champs 1-3 Feb 2019

1500 Free LC 15 F 18:12.20 Abbey Smale TASNM

800 Free LC 12 M 10:18.50 Ryan Marsh BLENM

100 Fly LC 12 M 1:10.70 Ryan Marsh BLENM

Jim/Hamish/*carried*

- LC Champs debrief (Daniel Bell attended)

Jim welcomed Daniel to the meeting and NM.

- Steve Fox comments

The time overrun is the most serious problem. It is better to book more time than needed and arrange to only pay for time used. Medal presentations caused delays but they got faster.

- Suggestions and observations

- Could shift 800/1500 to middle of session and do medals during these events
- All 11 and unders should be timed finals for all events.
- If schedule for Nelson Anniversary weekend could do a 3 day meet (Sat-Mon), no long distance events on Friday evening.
- Bacon Trophy is missing.
- Visitor rules continue to be difficult to manage in Meet Manager
- Pros and cons of using pads on both ends – Could trial at March meet. Or at SICT.
- Officials' different interpretation of the rules lead to variable DQ – Daniel especially concerned about DQs on relay changeovers. All this will be discussed at the Technical Committee this Saturday. Planning to hold a training session for officials.

Agreed to the following changes:

- Additional wording to clarify criteria for Laurie Crabb relay and other wording changes submitted in Jim's annotated meet flier re Adam & Eve relay, combined finals & protests.
- Trophy eligibility – swimmers should only have to finish events in all strokes, not be made ineligible if DQ'd
- 11 and unders should be timed finals for all events.
- 400s and 200 fly – timed finals, no NTs
- Daniel and Glen should discuss and come up with a proposal for future LC and SC Champs
- Notification of DQs at the end of a session – get each Team Manager to go up to the table to check DQs before leaving the pool

9. PUBLICITY/COMMUNICATION REPORT

Mark is very busy and is falling behind writing up meet results. Attempting to write a wrap up for each meet, but will get split up by the papers, so ineffective.

Follow up with Jacqui Walters. She has very different approach.

10. FUNDING REPORT

Accountability report needs to be submitted for LC Champs so Susie needs the invoice for NMLC pool hire. Susie to contact Dave McKenzie

Agreed to prepare grant applications for new timing gear and pool hire for NMSC Champs. Lorraine, Phil and Steve to prepare a shopping list and quotes for timing gear. Also a quote for SC Champs in Blenheim.

Melinda and Lindie to discuss where to apply. Lindie to prepare application

11. SNZ LIAISON REPORT

Constitutional Review committee met in late January. Jim provided an update. Committee is aiming to have recommendations for at least the more technical changes in time for 2019 SNZ AGM. Consideration of more substantive issues could take longer.

12. TECHNICAL

Dave has circulated Technical Committee report. Steve Fox signed off as national referee. Congratulations.

Meeting on Saturday re technical officials training – there are good videos available.

Dave noted that SNM could do more to support the All Stars Junior Festival – provide more officials and timekeepers. Next year we can proactively offer to help with particular sessions.

13. COACHING REPORT

Nothing further to report.

14. CLUB UPDATES

No updates

15. GENERAL BUSINESS

- Health and Safety Policy documents

The documents were circulated again. There were no further comments.

Moved to endorse the Health and Safety policy for approval by the Board and ask Lorraine to follow up with clubs to complete the hazard registers for their pools Jim/Hamish/*carried*

It was noted that there was an incident at Waimea Carnival. Jim emphasised that we need to maintain an open mind about the incident.

SNZ has a Position Statement about pool depths for diving. Ultimately it is for facility owner and event organiser to determine what is safe in the circumstances.

Moved to endorse the SNZ Pool Depth Guideline for approval by the Board as an SNM Policy Lees/Dave/*carried*

- SNZ Member Protection Policy

The Board has adopted this policy. Will need to assign a Mgt Committee member to be the Child Advocate. We will suggest that Sport Tasman run a workshop. Could co-opt Anna Loach? Lisa also has experience in this area.

- Makos zone – response to Canterbury-West Coast

Letter from SCWC asked us to advise by April whether we will stay in Makos zone or move to All Stars

But what does this mean? There are no zonal meets, other than Junior Festival.

We could decide that we are All Stars (Juniors) and that we are in SI, therefore we want to participate in SI events and be part of SI meet rotation.

Blenheim attended All Stars, but they feel part of Makos Zone.

It was agreed to request each club to consider and provide a view. Hamish and Jim to prepare a note for circulation to clubs. The Mgt Committee will then consider at next meeting.

NEXT MEETING OF MANAGEMENT COMMITTEE – 6:30 pm Tues 19 Mar, apologies from Susie

Agenda items: KPI: Pathways

Response re Makos zone

Mgt meetings – start at 6:30 pm

Board mtgs – start at 6.00 pm

Meeting closed at 9.05 pm