

SWIMMING NELSON MARLBOROUGH INC.

MINUTES OF SNM MANAGEMENT COMMITTEE MEETING

Tuesday 13 November 2018
7 pm Cawthron Institute, Nelson

Present: Jim (chair), Hamish, Steve Fox, Lees, Steve M, Lisa, Melinda, Dave, Mandy, Lorraine (by Skype)

1. WELCOME: Jim welcomed all, noting that Lisa is now a member of the Management Committee and that Sarah Woodhouse has resigned from the committee (but remains a Board member)

2. APOLOGIES: Mark, Susie, Karla

3. STRATEGIC PLAN/KPI IMPLEMENTATION

The affordability goal was discussed at the last meeting. Concluded that the most important thing to focus on the cost of lane access and to participate in the assets review.

Lees suggested that it would be useful to quantify what families spend on swimming so that we are aware of the overall costs and the cost drivers. Useful when discussing with council to note what the families are putting in, as well as highlighting the benefits to the region from out of region participation at meets.

Action: Mandy and Melinda to prepare a Google Doc template that we can share with clubs to obtain an estimate.

Discuss other strategic goals over the next 4 management committee meetings in the following order

- Fit for purpose facilities
- Pathways
- Financial viability
- Governance

4. CONFIRMATION OF MINUTES (9 Oct)

Moved to confirm that the minutes of 9 October are a true and correct record *Jim/Dave/carried*

5. MATTERS ARISING AND TASKS

- Revised wording for Ethan Martin donation (Susie)

Moved to amend the resolution adopted at the October meeting by adding the following clause: 'payment is conditional on confirmation of attendance as indicated by purchase of tickets'

Jim/Melinda/carried

Jim to remind the family that they need to apply for SNZ permission to compete overseas (travel authorisation form).

- Technical committee – Board has appointed Dave Hall, accepted the resignation of Kirsty and appointed Phil McMath as convenor
- TOCs coaching course – very successful. Well attended by coaches from Golden Bay, Waimea and other clubs. Communication between SNZ and CLM was poor and caused some confusion on the day.
- Tasks
 - Awards badges – Mandy has prepared a mockup and is in discussion with the provider about price. Lindie to prepare a list of active potential awardees and send to Mandy.

- Touchpads repair cost – Steve Fox advised the estimate is \$2000 to repair any damage (for the 10 touchpads) plus transport cost. Steve to inquire about repairing buttons/boxes as well.
- Media training – have met once and are in the process of developing a media strategy
- Handling booklet – Mandy has merged the two existing sections and now needs to add a section on scoreboard, then to share a draft with Steve Fox and Phil McMath.
- BSC liaison person for scoreboard transport – Lowri McNabb
- ‘Town Club’ Trophies – Mandy has looked into options. Need to choose one that is similar to Country Club trophies. Steve M to send Mandy a photo of existing trophies.

Moved to authorise Mandy to spend up to \$400 on the new trophies Jim/Lees/*carried*

- SICT t-shirts, hoodies, caps -- Design confirmed. T-shirt s and hoodies will be ordered through suppliers website, so no upfront cost to us. We do need to purchase the caps, at \$10 each for sale at \$13. Melinda to provide details and images to Jim who will put a page on merchandise on SNM website

Moved to authorise spending of up to \$600 for swim caps as merchandise for SICT
Jim/Hamish/*carried*

- Ribbons

Moved to authorise spending of up to \$500 +GST for ribbons for SICT
Melinda/Steve M/*carried*

- H&S video – Hamish has watched first part and it is generic (not swimming specific). Lowri McNabb from BSC has also watched and provided useful feedback. Lorraine to ask Lowri whether volunteers are liable under H&S Act and follow up with SNZ to confirm our responsibilities

6. SECRETARY REPORT

The report was noted.

7. TREASURER REPORT

Susie sent details of payments by email.

Moved to approve the following payments:

1. Medals Plus - \$2602.51 for immediate payment and \$2602.52 due 5 January 2019
2. Reimbursement to Susie Foster for Printer Repairs \$46.

Jim/Hamish/*carried*

Medals price per unit is substantially higher than in the past, probably because these orders are for smaller quantities.

Bank account transfer

Susie has met with Westpac and needs to provide a range of information to the bank to action the transfer. Susie will draft a letter to Westpac with the details and then the authorisers (Susie, Jim, Hamish and Sarah) need to sign the letter.

8. REGISTRAR REPORT/MEETS MANAGEMENT

- NM C&T meet

This may need to move to RAC due to problems at Hampden Pool, but Nelson South are hoping they will be back at the pool in December.

Moved to appoint Dave Hall as Technical Director for NM C&T meet Jim/Lisa/*carried*

Need to identify someone to be in charge of medals and ribbon. Lisa may be able to help? Or Mandy Bishop?

- NM LC Champs

Moved to appoint Steve Fox as Technical Director for NM LC Champs Jim/Lisa/*carried*

- SICT Champs

Moved to appoint Phil McMath as Technical Director for SICT Competition Jim/Steve F/*carried*

Steve Fox to arrange transport of scoreboard to Blenheim and liaise with Lowri McNabb.

- Primary school meets

Moved to appoint Lorraine McMath to organise the Marlborough primary schools meet and confirm a date, and that we approach Mandy Bishop to coordinate the Nelson primary schools meet with assistance from Lisa Dunn and Tasman Swim Club Jim/Hamish/*carried*

Moved that the times listed below be confirmed as SNM records as of the first day of the meet at which they were swum and that the Registrar's report be accepted:

NZ Short Course 2-6 Oct 2018

100 Free	SC	14	F	1:00.49	Isabella Thurlow	TASNM
100 Free	SC	15	F	1:00.03	Bree Anderson	NLSNM
400 Free	SC	15	F	4:24.78	Sierra Thomas	TASNM
800 Free	SC	15	F	9:02.53	Sierra Thomas	TASNM
100 Back	SC	15	F	1:05.40	Bree Anderson	NLSNM
200 Fly	SC	15	F	2:25.20	Piper Riley	TASNM
100 IM	SC	15	F	1:06.31	Bree Anderson	NLSNM
400 IM	SC	15	F	4:59.60	Bree Anderson	NLSNM
200 Fly	SC	16	F	2:23.61	Ruby-Lou Stuart	NLSNM
200 Fly	SC	Open	F	2:23.61	Ruby-Lou Stuart	NLSNM
400 IM	SC	Open	F	4:59.60	Bree Anderson	NLSNM
200 Fly	SC	15	M	2:16.44	Bendi Kepess	TASNM
100 Back	SC	18	M	59.87	Matai McGuinniety	NLSNM
100 Back	SC	Open	M	59.87	Matai McGuinniety	NLSNM

Australian State Teams 3-5 Oct 2018

200 Fly	SC	15	M	2:13.99	Joshua Amyes	NZL
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Jim/Dave/*carried*

It was noted that Josh might have broken the 200 Fly record with a faster time in Australia prior to Bendi swimming the event at NZ Short Course. Mandy to follow up and advise Jim. The minutes can be amended if necessary.

9. PUBLICITY/COMMUNICATION REPORT

Nothing further to report.

10. FUNDING REPORT

Applications for lane hire costs were submitted to Lion Foundation (SICT and NMCT) and Mainland Foundation (NMLC Champs).

11. SNZ LIAISON REPORT

No report

12. TECHNICAL

Phil McMath reported that the Technical Committee has made some appointments for meets and is planning Skype meetings to discuss various matters, including the technical swim suit policy.

13. COACHING REPORT

No report.

14. CLUB UPDATES

- Tasman – Daniel Bell has been appointed by CLM as the swim coach. He will be starting in late December. In the meantime Andy Adair and Talya Harwood are covering the coaching. Great news.
- Nelson South – Pool closed due to high spot price of electricity. In the meantime swimming mostly at Riverside. Hope to be back in the pool in December.
- Waimea – will be starting back at Waimea pool on Monday
- Blenheim – Brigitte Mahon came up for a swim camp. Stadium 2000 will no longer be providing coaching services as of June 2019 so BSC starting to look into coaching options.

15. GENERAL BUSINESS

- SNZ Constitutional review

SNZ has established a review committee, including Jim, and invited regions to provide feedback on issues with constitution. Scope of review is narrow: inconsistencies between regional and SNZ constitutions but we can take this opportunity to highlight any issues of concern.

Issues we could raise:

- 1) SNZ board member appointments: SNM want to see nominees from the regions
- 2) Process for getting items on SNZ AGM agenda – Allow any region to put up motion for AGM

Jim to draft submission and circulate to Mgt Committee for comment. Board to approve final.

- Juniors/SICT

Jim outlined the issues and invited discussion.

Nelson South – encouraging junior swimmers with slower qualifying times to attend SICT

Tasman – 25 likely to go to Juniors. Encouraged all the younger swimmers to go to SICT

Waimea – targeting SICT

Concern is the shortage of officials at SICT if there are not many NM swimmers.

Billet out officials to encourage participation by Nelson officials? Lorraine to talk to BSC. Ask clubs to encourage officials to help at SICT.

Following discussion, it was concluded that there is no need to have a standing order restricting swimmers from attending both Juniors and SICT. It is very unlikely that any significant numbers of swimmers would do both since they are only a week apart. Entries for SITC close before Junior Festival, so swimmers seed times will be based on times prior to Junior Festival.

NEXT MEETING OF MANAGEMENT COMMITTEE – 6:30 pm Tues 11 Dec Apologies from Lisa

Agenda items:

Strategic Plan: Fit for purpose facilities

Mgt meetings – start at 6:30 pm

Board mtgs – start at 6.00 pm