



MINUTES

SNM – Management Committee Meeting

Date | time 12 November 2019 6.00pm | *Meeting called to order by* Chair Dave Hall

In Attendance

Dave Hall, Lees Seymour, Mandy Thomas, Steve Malthus, Steve Fox, Lowri McNabb (Via Skype) & Patsy Berriman

Apologies

Susie Foster

Meeting Greeting

Quorum declared and meeting opened at 6.07pm. Dave Hall welcomed everyone. Apologies for late circulation of meeting agenda and documents. This was due to dual role held by Registrar/Acting Secretary and organizing SNZ Roadshow given to all attendees.

Matters Arising & Tasks

Chair recapped minutes from 13 October 2019

MOTION: Minutes as above be accepted as true and accurate record

Moved by Lees Seymour **Seconded by** Steve Fox **CARRIED**

Task List read through and updated. *(See attached)*

- Change of bank – In progress, Susie to complete and advise new signatories.
- SNZ Admin calls – Patsy to do these alone as inconvenient for Mandy as at work.
- Website & Social Media – Portfolio picked up by Lowri. Lowri pulling together schedule which will include regular content and SNM event information. Discussed club content however agreed to just include SNM information and details only to avoid confusion for members. Chair congratulated Lowri on recent posts – really informative and great coverage for the region.
- Computer – Approved and purchase underway.
- Management Committee Vacancies and Portfolio – Two options discussed by committee. Agreed on preferred candidate and Chair to advise board and seek approval and ask for Job Description. Funding options discussed including seeking club funding level agreed to apply for funding in first instance. Chair to advise successful candidate and liaise with board. Preferred candidate will also pick up Funding Portfolio.
- New change to standing orders – Jim to put this through and handover to Patsy upon completion.
- Draft New Meeting Calendar for next 12 months.

ACTION: See task & timelines attached.

Committee Reports

Health & Safety

- Nothing to report.

Chair Report *(See attached)*

Secretary Report

- Emails received for funding applications. Advised by Secretary of Swimmers fund terms and timeframes via return email. Discussed view from Mandy that some may be requesting same funding as that give to Sam McKenzie and Talya Harwood for representing NZ. To be investigated and discussed at board level.
- Email received for quote for new Hytek compatible printer – attached. Circulated to committee for approval via email.

Registrar Report *(See attached)*

- **SNM Country & Town** – Pool Booked *(Danie)* Flier changes approved.
- **SNM Long Course Champs** – Pool Booked *(SNM Registrar)* changes discussed to align events same or similar to SNM Short Course event. Mandy to draft event changes and forward to Registrar. Sub Committee formed Lees & Steve F. to go over and suggest changes to awards especially Laurie Crab Cup. Changes to be discussed via email and Patsy to collate new flier and circulate for approval.

CHANGES:-

- Times on Friday be moved to earlier warm up time of 5.15pm and start time of 6.00pm. Mandy advised this wasn't possible with work commitments. Committee agreed to leave as is with warm up 6.00pm and start time of 6.45pm.
- Laurie Crabb discussed to be looked into by subcommittee.
- Trophy eligibility – agreed last year 19 February 2019 swimmers should only have to finish events in all strokes, not be made ineligible if DQ'd. Discussed again and to be looked at in depth by subcommittee.
- 11 and unders should be timed finals for all events.
- 400's and 200 fly should be timed finals and no NT's.
- DQ's include in flier that all Team Managers should report to Control table to check for DQ's before leaving venue.
- **SNM Short Course Champs** – Pool Booked *(Lowri)*
- **South Island Champs** – Lowri to look at availability with date changes.
- **Calendar** discussed, changes made and ratified. To be sent through to Board for approval and circulated. Discussion had around different formats. Agreed on leaving all meets on Calendar for this season. New column to be introduced to include tier of meet i.e. Club Only, Inter Club, Regional & National.
- Amendment required for record for Alfie Price – typo. Correct and circulate with minutes.

SNZ Reports

- CHAIR LEVEL – Dave reported that Roadshow topics to be covered and asked intention of committee to attend. Patsy & Dave only members available. Also discussed SNZ's Member Protection Policy which will be implemented in next few months this aims to provide safer

environment for everybody involved. Intention to have expert available for all regions to access on receipt of complaint.

- ADMINISTRATION LEVEL - With several new admin/registrars few errors spotted and discussed around database. SNZ plan to utilize the online database meaning all SNZ members regardless of membership type will be able to join and enter meets online. This will be rolled out in the near future. Open Water entries open and slow at the moment, hope to pick up, beware there are two events in tandem Epic Swim and SNZ Open Water Champs. Make sure members enter correctly. Meet classification and membership types are being looked at and changed to suit changing requirements from members. Roadshow discussed. Changes in Technical quals being looked at including online exams for IOT's streamlining process.

MOTION: That above reports be accepted into minutes

Nominated by: Lees Seymour **Seconded by:** Dave Hall. **CARRIED**

Club Reports

- Mandy reported that all TSC SNZ Distance Camp attendees have been selected into the National Distance Team. Congratulations offered by all.

General Business

General

- Boxes for Starting blocks – discussed as season starting need to be able to transport blocks to and from Richmond Aquatic Centre and Nayland Pool. Concerns around damage occurring raised. Options discussed and Steve F. to look further into options including Ply Boxes.
- Steve Malthus tendered his resignation. This was accepted by the committee. Lees thanks Steve on behalf of committee for his years of service. We wished him well for his next journey. ?? Attended meeting as guest and was voted onto committee unanimously.

Motion:?? to replace Steve M. on SNM Management Committee.

Motion carried unanimously.

- NSSC Club Captain reported to committee recent findings and recommendations in issue received and dealt with by club. This was reported to SNM Committee. SNZ has been working with NSSC in handling of the matter and independent expert reported on findings in handling and outcomes for NSSC. *(Email received attached)*

Next Meeting

10th December 2019 - 6.30pm **Saxton Conference Room.**

Motion to adjourn was made at 7.59pm and was passed unanimously.