



MINUTES

SNM – Management Committee Meeting

Date | time 13 October 2019 10.00am | *Meeting called to order by* Chair Dave Hall

In Attendance

Dave Hall, Lees Seymour, Mandy Thomas, Steve Malthus, Steve Fox, Lowri McNabb & Patsy Berriman

Apologies

Susie Foster, Mark Lile, Lorraine McMath.

Meeting Greeting

Quorum declared and meeting opened at 10.08 am. Dave Hall (*Acting Chair of Management Committee*) welcomed everyone.

Nominations for Chair

Nominations called for Chair.

Dave Hall **nominated by** Lees Seymour & **seconded by** Steve Fox **CARRIED**

Matters Arising & Tasks

Chair recapped minutes from meeting 14th May

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

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

Chair recapped notes from meeting 25 June

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

Moved by Steve Malthus **Seconded by** Lowri McNabb **CARRIED**

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

Introduction of Board

Chair introduced new SNM Board to meeting attendees.

Chairman – Dave Hall

Registrar/Acting Secretary – Patsy Berriman

Treasurer – Susie Foster

Strategic Plan – Lees Seymour

Board Member – Nicky Douglas

Nominations called for Vacant Positions

- Chair called for attendees to advise of interest in vacant roles. Secretary for both Board & Mgmt Committee. Option of employing secretary to be looked into by Lees Seymour via Intepeople.
- Lowri McNabb to take on Health & Safety & Child Protection portfolios. Liaise with Anna Loach regarding Child Protection hand over. *(Task List)*
- Funding & Grants portfolio – and above flyer created to be sent out to clubs via Registrar with job descriptions and expressions of interest to be sent through to Registrar. Chair to approve flyer. *(Task List)*

Motion: Lowri McNabb be appointed to Health & Safety & Child Protection portfolios.

Nominated by: Dave Hall **Seconded by:** Steve Fox **CARRIED**

Committee Reports

Secretary Report

- Email from Daniel Bell (CLM) via Karla Thurlow tabled and accepted as correspondence.

Registrar Report *(See attached)*

- Discussed need to make sure more information given to SNM clubs hosting large meets, rotation schedule to be circulated and Registrar to liaise with club prior to announcement to ensure resources and facilities available to run meets. Dave to email Makos rotation schedule and Patsy to work with Blenheim Swim Club in event management of South Island Champs.
- Lowri to liaise with Mark Lile to write press release on social media for recent results for NZ Short Course Champs and repost link for press release of Joshua Amyes and Daniel Bell's trip to Australia.

SNZ Liaison Report

- AGM feedback Dave Hall & Lees explained Hamish Neil received service award. They have requested information on application and once they have this information to be circulated via social media platforms.
- SNZ have expert on retainer for Child Protection issues and enquiries, this follows on from large volumes of enquiries in this area and a need for expertise in responses and actions.

MOTION: That above reports be accepted into minutes

Nominated by: Patsy Berriman **Seconded by:** Lees Seymour. **CARRIED**

Club Reports

- BSC little Hytek compatible printer only piece of equipment being shared by SNM region, request to purchase new one for Blenheim area sort. Purchase price \$150.00 approx. If purchase price above this amount Lowri to advise for further approval.

MOTION: Approval for purchase of new printer to value of \$150.00

Nominated by: Patsy Berriman **Seconded by:** Lees Seymour. **CARRIED**

MEETING PAUSED AT 11.05AM & RESUMED AT 12.15PM

General Business

Email from CLM regarding SNM Blocks. (see attached)

Discussed email. Agreed to approval for 7 blocks to remain up at all times. Guidelines to be written and distributed to Clubs, Coaches and CLM by Registrar approval from SNM Mgmt Committee required. Blocks to be used only by SNM Coaches in their trainings. When not in use to be covered. CLM usage to be discussed with Vaughan and Daniel & Lisa Stanley and request Daniels availability to train CLM staff on correct usage and storing – Patsy to organise meeting.

Medals

- Mandy advised medal requirements for next period of swimming. (See attached)

Bulk purchasing enables cheaper prices and thorough report given of regions needs for next 24 month period.

2 Quotes provided:-

South Island Champs	\$ 3159.05
3 x SNM Meets	\$10868.66
TOTAL	\$14027.71

Discussion had around entry cost more than covering medals and need to keep celebrating performance with medals.

Funding opportunities to be looked into Mandy to liaise with Melinda on her availability and/or information and recommendations on past successful applications for funding medals.

Lowri to provide details of website dedicated to funding/grant opportunities for sports in NZ.

Agreed to order medals and look for funding opportunities.

Huge thanks to Mandy Thomas for researching and report on our requirements.

MOTION: Order medals as above costing \$14027.73.

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

Next Meeting

12TH November 2019 6.00pm, Nelson Forests Boardroom.

Motion to adjourn was made at 12.40pm and was passed unanimously.