



SNM MANAGEMENT COMMITTEE - Meeting Minutes

Date: Tuesday 11 February 2020
Time: 6:30pm
Venue: Matuhi Room, Greenmeadows Community Centre

Attendees:

Members: Dave Hall, Patsy Berriman, Mandy Thomas, Mark Lile, Lowri McNabb, Steve Fox, David Mckay, Andrew Mckay
Minutes: Fiona Lulham

Apologies:

Lees Seymour, Susie Foster

Item #:	Discussion:	Action Points:
1.	<p>Welcome Dave acknowledged that a quorum was present so called the meeting open at 6:30pm and welcomed everyone to the meeting.</p>	
2.	<p>Apologies From Lees and Susie were accepted.</p>	
3.	<p>Management Committee membership</p> <ul style="list-style-type: none"> - Dave reported that the Board had signed off the appointment of David and Andrew to the Management Committee – so it was great to officially have them on board! - Dave also reported that the Board had accepted the resignation of Lorraine McMath from the Management Committee and acknowledged the huge commitment that Lorraine had made to swimming and SNM. Website to be updated to reflect these changes. 	AP
3a)	<p>Re-allocated of Lorraine’s duties</p> <ul style="list-style-type: none"> - Technical Officials – Patsy happy to take on the role of updating the Technical Officials lists on the database. Patsy to advise Steve, Phil and Christine. - H&S – Lowri has taken on this role. 	AP

4	<p>Confirmation of previous minutes <i>It was moved to accept the minutes (with amendment) of the previous meeting on 14 January as a true and accurate record.</i> <i>Moved/seconded: Andrew/Mark</i> <i>Carried unanimously</i></p>	
4.	<p>Matters Arising & Tasks Updated – see attached</p> <p>Notes: Changes to Calendar (as detailed on the Task List) The following changes were requested and accepted by the Management Committee:</p> <ul style="list-style-type: none"> • TSC – Meet on 29 February is now a 2 day/4 session meet as requested by TSC coach • BSC – Unfortunately have to cancel their May meet as they no longer have access to the pool facility <p><i>It was moved to accept these changes to the Calendar</i> <i>Moved by: Dave</i> <i>Carried unanimously</i></p>	
5.	<p>Strategic Plan/KPI Implementation Lees not at meeting. No report provided. Ongoing</p>	
6.	<p>Health & Safety, Child Protection Lowri's report was tabled as read.</p>	
7.	<p>Secretary Report Fiona's report was tabled as read.</p>	
8.	<p>Treasurer Report Susie not at meeting. No report provided.</p> <ul style="list-style-type: none"> - It was however noted that Tasman's invoices to SNM were outstanding and the swimmer's entry fee refunds from SNM C&T also needed to be actioned. 	
9.	<p>Registrar Report Patsy's report was tabled and discussed. South Island Champs</p> <ul style="list-style-type: none"> - Files/flier need to be approved by Mako and sent to Patsy – Dave to speak to Ben Close at Canterbury - Medals to be ordered – Patsy to contact Lorraine McMath and Kieran from Otago for information. <p>SNM LC Meet Debrief and Evaluation was tabled and discussed.</p> <ul style="list-style-type: none"> - Ask for feedback from clubs and coaches - Fines need to be actioned <p>Updated SNM Records to be emailed for approval and to be ratified</p>	<p>AP</p> <p>AP</p> <p>AP</p> <p>AP</p> <p>AP</p>
10.	<p>Publicity/Communication Report</p>	

	Verbal report from Mark. He has prepared media releases on the Open Water achievements in January by Tasman swimmers. He will also forward to Lowri to update facebook page.	AP
11.	Funding Report Funding report was tabled and discussed. Agreed to submit funding application for touchpads.	AP
12.	SNZ Liaison Report <ul style="list-style-type: none"> - Chair Level: No report as there hasn't been a SNZ meeting. However Dave has been in contact with Ben Close from Canterbury to organise a Mako Committee meeting. - Administration Level: No meeting 	
13.	Technical Update Nothing to report.	
14.	Coaching Report No report presented. Mark spoke to all coaches at recent meet to gather feedback on SNZ Proposal – see below under General Business.	
15.	Club Updates <u>Tasman</u> - Bendi has gone to Hungary although he will come back for NAGS <u>Waimea</u> – Waimea's competitive numbers have almost doubled recently with a high conversion rate from club to competitive swimmers. <u>NSSC</u> – Raised the idea of sending a regional team to Victorian Champs/SA Champs with SNM covering the coaching costs. Dave and Mark to talk to coaches to progress <u>Blenheim</u> – Nothing major although BSC is opposite to Waimea with a reduction in swimmer numbers.	AP
16.	General Business <ul style="list-style-type: none"> i) Dave to continue discussion with Wayne Goldsmith with the view to him presenting in Nelson. ii) SNZ Competition Restructure update – Received feedback from NSSC, BSC, Waimea. Coaches – overall were supportive from a coaching perspective (which may differ from clubs). Mark will collate a summary of feedback received and look at common themes, eg SICT to form the basis of regional feedback. Clubs will be encouraged to submit their own feedback, as it was acknowledged that clubs feedback may differ from the regional perspective. Regional summary to be provided for next meeting. Deadline for feedback is 23 March 2020. iii) Quantum. Mandy to look at cost of getting quantum serviced and a software upgrade. iv) Gazebos – only used at 1 SNM meet per year. Agreed that gazebos could be sourced via sponsorship, use of 	AP AP AP

	<p>community gazebos (MTF, Sport Tasman) rather than purchasing new ones.</p> <p>v) Storage – It was agreed that it was reasonable for SNM to contribute towards cost of storage. Tasman to provide SNM with percentage of use and pro-rata cost.</p>	AP
17.	<p>Date of next meeting</p> <p>Confirmed that the next meeting will be 6:30pm Tuesday 10 March. Confirmed that the following meeting will change to 6:30pm Tuesday 7 April (to avoid a clash with NAGS).</p>	
18.	<p>Close of meeting</p> <p>Dave called the meeting to a close at 8:10pm.</p>	