



## SNM MANAGEMENT COMMITTEE - Meeting Minutes

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**Date:** Tuesday 10 March 2020  
**Time:** 6:30pm  
**Venue:** Boardroom, Nelson Forests

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**Attendees:**

**Members:** Dave Hall, Lees Seymour, Patsy Berriman, Mandy Thomas, Lowri McNabb, Steve Fox, David Mckay, Andrew Mckay  
**Minutes:** Fiona Lulham

**Apologies:**

Susie Foster, Mark Lile

Item #:	Discussion:	Action Points:
1.	<b>Welcome</b> Dave acknowledged that a quorum was present so called the meeting open at 6:37pm and welcomed everyone to the meeting.	
2.	<b>Apologies</b> From Susie and Mark were accepted.	
3.	<b>Confirmation of previous minutes</b> <i>It was moved to accept the minutes (with amendments) of the previous meeting on 11 February 2020 as a true and accurate record.</i> <i>Moved/seconded: Patsy/David M</i> <i>Carried unanimously</i>	
4.	<b>Matters Arising &amp; Tasks</b> Updated – see attached	
5.	<b>Chair Report</b> Dave's report was tabled as read. <ul style="list-style-type: none"> <li>- Rotation of SI meets sees SNM hosting Juniors in 2021. SNM to check qual times and Lowri to investigate capacity for Stadium 2000 to check how fit for purpose the pool is.</li> </ul>	AP

	<ul style="list-style-type: none"> <li>- Tasman SC Time Trial meet (as requested by Tasman Magic Academy) was approved by the SNM Board but did not go ahead as it could not be held within qualifying period.</li> </ul>	
6.	<p><b>Strategic Plan/KPI Implementation</b></p> <p>Lees is reviewing the SNM strategic plan and looking at plans from other regions, in particular the Hawkes Bay Strategic Plan. Key points are:</p> <ul style="list-style-type: none"> <li>- Numbers of swimmers</li> <li>- Facilities</li> <li>- Funding</li> </ul>	
7.	<p><b>Health &amp; Safety, Child Protection</b></p> <p>Lowri's report was tabled as read.</p> <ul style="list-style-type: none"> <li>- SICT incident. Lowri to email NM Coaches and Secretaries with an update and recommendations.</li> </ul>	AP
8.	<p><b>Secretary Report</b></p> <p>Fiona's report was tabled as read.</p> <ul style="list-style-type: none"> <li>- Tasman/Nelson Primary School Championships. It was agreed that there was not enough time to hold this meet. Patsy to email schools and contact Tom at HSS.</li> </ul>	AP
9.	<p><b>Treasurer Report</b></p> <p>Susie not able to attend the meeting, however she did provide a P&amp;L report which was circulated.</p> <ul style="list-style-type: none"> <li>- Although cash profit looks healthy, it should be noted that whilst SNM has received \$30k in grant income, the corresponding expenditure is not shown in the P&amp;L as the funds were used to purchase assets.</li> <li>- Over the past 2-3 years SNM has spent approx. \$25k on equipment etc which directly benefits our swimmers.</li> </ul> <p>It was noted that Susie's term on the Board/MC is coming to an end at this year's AGM so SNM needs to put a succession plan in place. Dave to contact Susie and ask her to put a job description together.</p>	AP
10.	<p><b>Registrar Report</b></p> <p>Patsy's report was tabled and discussed.</p> <p>South Island Champs</p> <ul style="list-style-type: none"> <li>- Medals to be ordered – It was agreed to purchase 115 of each (gold, silver, bronze) and buy extras/spares from Otago.</li> </ul> <p>Calendar Planning Meeting has been set for Sunday 29th March and will be held at Nelson Forests. The importance of the coaches attending the meeting or having their own meeting prior to the SNM Calendar Planning meeting and coming to an agreeance over the calendar was noted.</p>	
11.	<p><b>Publicity/Communication Report</b></p> <p>Mark was not in attendance. No report provided.</p>	

12.	<p><b>Funding Report</b>  Funding report was tabled.  Fiona suggested applying to Air Rescue Services rather than NZCT for the touchpads. This is because there are no NZCT venues in Marlborough. This was agreed.  <i>It was resolved to apply to Air Rescue Services for the sum of \$19,830 ex gst to purchase a set of touchpads.</i></p> <p style="text-align: right;">Moved/seconded: Dave/Lowri  Carried unanimously</p> <p>Cameron Leslie from SNZ has sourced a starters light and cable for use with hearing impaired swimmers. It was a pleasure dealing with Cameron and getting such a great outcome.</p>	AP
13.	<p><b>SNZ Liaison Report</b></p> <ul style="list-style-type: none"> <li>- Chair Level: No report as there hasn't been a SNZ meeting.</li> <li>- Administration Level: No meeting</li> </ul>	
14.	<p><b>Technical Update</b>  Nothing to report.</p>	
15.	<p><b>Coaching Report</b>  Mark not in attendance. No report presented.</p>	
15.	<p><b>Club Updates</b></p> <p><u>Tasman</u> - A request to change the date of the Tasman Meet on 4 April to 28 March was brought to the table. A discussed ensued and the following decision was made:  <i>It was agreed that the request to change the Tasman meet from 4 April to 28 March would be declined.</i>  <i>However it was agreed to change this meet from 2 sessions to 1 session (due to pool availability).</i></p> <p style="text-align: right;"><i>Moved/seconded: Dave H/Steve  Carried unanimously</i></p> <p><u>Waimea/Blenheim</u> – Waimea, Blenheim and Motueka all sent a team of swimmers to the SICT in Invercargill. Overall the regional team of 21 swimmers did really well with some excellent results and all swimmers were very happy with the meet. Eileen Kelly took on the role of Regional Coach which was great. 7 x 1<sup>st</sup>; 14 x 2<sup>nd</sup>; 6 x 3<sup>rd</sup>; 4 x meet records and every swimmer pb'd!</p> <p>Feedback:</p> <ul style="list-style-type: none"> <li>• Relay swimmers for some clubs/regions were allowed to swim a relay leg in which they'd achieved higher qualifications for other meets.</li> <li>• Very short of officials (very few from host region)</li> <li>• Reinforced that meet should be retained in the calendar in light of current proposed SNZ changes.</li> </ul> <p><u>NSSC</u> – Nothing to report.</p>	

16.	<p><b>General Business</b></p> <p>i) SNZ Competition Restructure – Mark to finalise the collation of feedback from the region and email a draft SNM document to the MC and Board. Deadline for feedback is 23 March 2020.</p> <p>ii) SNM Service Awards – nominations and information to be emailed out to clubs. Deadline is 30 April.</p>	<p>AP</p> <p>AP</p>
17.	<p><b>Date of next meeting</b></p> <p>Please note change of meeting date to:  Monday 6 April to avoid a clash with the “Balance is Better” regional presentation on Tuesday 7 April (Dave, Lees, Patsy, David M to attend).</p> <p>Board meeting: 6:00pm Monday 6 April  Management Committee meeting: 6:30pm Monday 6 April</p>	
18.	<p><b>Close of meeting</b></p> <p>Dave called the meeting to a close at 9:00pm</p>	