

# SWIMMING NELSON MARLBOROUGH INC.

## DRAFT MINUTES OF SNM MANAGEMENT COMMITTEE MEETING

7.00 pm Tuesday 11 April 2017  
Nelson South Club Rooms, Nelson

**Present:** Mark Lile, Mandy Thomas, Melinda Baigent, Steve Fox, Susie Foster, Hamish Neill (chair) Steve Malthus, Jim Sinner (by teleconference), Mandy Bishop (from 7.10)

1. WELCOME: Hamish welcomed everyone to the meeting.
2. APOLOGIES: Lorraine McMath, Stephen Fryer, Mandy Bishop (apologies for lateness)
3. STRATEGIC PLAN/KPI IMPLEMENTATION

- KPI 4 ✓

The inaugural Nelson Tasman inaugural primary schools regional champs were held last weekend -- 25 schools, over 100 swimmers, very positive. Some of the smaller schools won medals. Mandy has prepared a report for the papers. There was a photographer there.

There may be some additional costs – so it will be over Steve’s sponsorship. The Committee noted that Steve Fryer should not be asked to pay more than \$1500.

A huge thanks to Mandy B, Mandy T, Melinda and Steve M for all their work organising and running the champs, and to Stephen Fryer for sponsoring the champs.

Mandy B will organise a meet debrief.

- Progress report

Mandy to prepare a progress report on all KPIs for next meeting. KPI 3 has not had much action – develop regional pathway.

4. CONFIRMATION OF MINUTES (14 March)

*Moved* to confirm the minutes of 14 March, as amended *Steve Malthus/Steve Fox/carried*

5. MATTERS ARISING AND TASKS

- Grant application for pool hire: Lindie to request Lorraine to provide a quote on letterhead for the pool hire for SI Champs and SI Secondary Schools (for Melinda)
- Touchpad buttons: Steve Fox noted that the buttons are having some issues and breaking. It seems like a design fault. They can only be fixed once. Steve planning to talk to Canterbury about whether they are having any problems. Steve will ask Ben Thurlow to fix, including the spare buttons.
- New trophies for SC Champs: Mark reported that he has donors for the 10 and Under age group trophies. The donor for boys wishes to remain anonymous, Hall family will donate the girl’s trophy. (Mandy B will donate the trophies for 11-12 year olds.)
- Officials shirts: Samples of different sizes have been ordered so that Melinda can determine how many of which size to order. Shirts will be given to active NM technical officials – Kirsty can record the information on her database. Shirts can be loaned to visiting officials.
- Letter to SNZ Chair: Lindie to draft

Other tasks completed or carried forward.

6. SECRETARY REPORT

Representative badges and bars – should be “2016” on bar. Lindie to circulate the criteria and list to Mgt Committee for feedback.

*Moved* that we recommend to the Board that the AGM be held in Nelson on Sunday 6 August, subject to any feedback from clubs

Jim/Hamish/*carried*

Steve M will find out if Richmond Hall is available.

## 7. CLUB UPDATES

None.

## 8. TREASURER REPORT

- Invoices

Susie circulated the Bank reconciliation for 11 April.

*Moved* that the following invoices be paid:

|                    |          |                          |
|--------------------|----------|--------------------------|
| NZ Post            | \$175.00 | Postage                  |
| Swimming Otago     | 210.00   | Relays at SICT           |
| Susie Foster       | 137.37   | Catering for SNM LC meet |
| Medals & Engraving | 1328.25  | SNM SC Champs            |
| Swimming NZ        | 309.50   | Registrations            |

Susie/Mark/*carried*

- Liability insurance

Susie has done an apportionment based on last year's formula with Kaikoura's share to be paid by SNM. It is less than last year because that invoice was for 15 months. The formula is as follows: full shares are paid by SNM, Blenheim, Nelson South, Tasman and Waimea; half shares by Golden Bay, Kaikoura and Motueka; and a quarter share by Murchison. This adds up to 6¾ full shares, or 27 quarter-shares, so the total invoice is divided by 27 and apportioned accordingly.

- Pub Charities accountability form – Susie has phoned them and she will send tomorrow.

*Moved* to accept Treasurer's report

Susie/Steve M/*carried*

## 9. REGISTRAR REPORT/MEETS MANAGEMENT

- LC Champs

Jim noted that the LC champs debrief was held on 30 March and was very constructive. Meeting notes are in the secretary report. A number of issues agreed at the debrief need to be approved by the Mgt Committee.

*Moved* that the programme and flier for the SNM LC Champs 2018 include the following:

1. Regarding the **programme of events**: (a) adjust so that the 50 Free finals and 100 Free prelims are not consecutive events, and (b) add medley relays (4x50 for 12&U and 4x100 Open). Registrar to consult with coaches on best placement in programme before submitting to Management Committee for approval.
2. **Over the top starts** for both prelims and finals.
3. Adopt **straight seeding** for all prelims.
4. Use **combined finals** only when there are fewer than four swimmers in a final. Ok to have boys and girls finals in the pool at the same time.
5. Add **medal presentations to session 5** to reduce length of final prizegiving.
6. **Trophy criteria**. Cap entries at 8 events per swimmer rather than 10.
7. **Adjustment of starting blocks**. Swimmers can adjust the starting blocks during an event but should do so respectfully and quietly and then retreat behind the timekeepers.

Jim/Hamish/*carried*

The option of single gender or mixed gender prelims was discussed. Agreed to monitor the mixed prelims at the SC meet.

Trophy criteria – there was some discussion at the debrief meeting about not including any criteria other than the cap at 8. An option is to set a cap of 8 events, require only an IM for swimmers 11 and over, and retain the existing stroke requirements (3 different strokes) and eligible events for scoring for 10 and unders. The Committee also discussed the option of making all events eligible for scoring for 10 and unders. The Management Committee deferred any further consideration of revising the trophy criteria.

- Swim meet calendar

*Moved* that the date for the SNM SC Champs be confirmed as 28-30 July, and that the Mgmt Cmte convene a meeting of clubs and coaches on 30 April to discuss the SNM Swim Calendar for the period 1 July to 31 December 2017, and extending into 2018 if sufficient dates of key meets are known.

Jim/Mark/carried

- SC Champs

The SC flier was amended to align with the recommendations for the LC champs and circulated to clubs and coaches for comment. The changes are:

- the maximum entries per swimmer reduced to 8
- straight seeding of prelims
- Over the top starts
- new wording about adjustment of starting blocks by swimmers

There were no comments received from coaches, one minor comment from a club seeking clarification of relay rules, and one comment from a Management Committee member about trophy criteria.

The Mgt Committee discussed trophy criteria.

*Moved* to adopt the SC Champs flier as submitted with the following changes:

Age Group trophies:

Eligibility: swimmers must complete at least an IM, which must be the 200 or 400 IM for 11 and overs age groups

Scoring: Use standard meet points (i.e. not Hytek point system)

and to waive Standing Order 21.8 for this year (requirement to award trophies for best overall boy and girl)

Jim/Steve M/carried

- Semi-automatic timing gear

Note that it is not functioning and therefore has not been loaned to West Coast clubs. Jim has not been able to contact the company (Take Your Mark) that supplied it, as they seem to have gone out of business or have been taken over by another company.

- NM Records

*Moved* to confirm the following NM records

**NZ Zonal Meet 14 Feb 2017**

200 Free LC 17 M 1:57.52 Sam McKenzie TASNM

**Makos Junior Festival 17 Feb 2017**

|                      |         |                        |
|----------------------|---------|------------------------|
| 50 Back SC 12 F      | 33.66   | Isabella Thurlow TASNM |
| 100 Back SC 12 F     | 1:14.50 | Isabella Thurlow TASNM |
| 50 Breast SC 12 F    | 36.29   | Rebecca Loach NLSNM    |
| 50 Free SC 10 & U M  | 31.66   | William Seymour TASNM  |
| 50 Back SC 10 & U M  | 37.46   | William Seymour TASNM  |
| 100 Back SC 10 & U M | 1:22.00 | William Seymour TASNM  |

**Tasman LC meet 25-26 Feb 2017**

|                  |         |                     |
|------------------|---------|---------------------|
| 800 Free LC 13 F | 9:36.69 | Sierra Thomas TASNM |
|------------------|---------|---------------------|

**Div 2 Competition 5-8 Mar 2017**

|                 |       |                        |
|-----------------|-------|------------------------|
| 50 Back SC 12 F | 32.85 | Isabella Thurlow TASNM |
|-----------------|-------|------------------------|

**NZ Age Groups 21-25 Mar 2017**

|                  |         |                         |
|------------------|---------|-------------------------|
| 800 Free LC 13 F | 9:36.26 | Sierra Thomas TASNM     |
| 100 Back LC 14 F | 1:11.15 | Bree Anderson TASNM     |
| 200 Back LC 14 F | 2:31.67 | Bree Anderson TASNM     |
| 800 Free LC 17 F | 9:26.24 | Talya Harwood TASNM     |
| 50 Back LC 16 M  | 29.70   | Matai McGuinniety NLSNM |
| 50 Fly LC 16 M   | 25.83   | Matai McGuinniety NLSNM |
| 200 Fly LC 16 M  | 2:20.48 | Xavier Anderson TASNM   |
| 50 Free LC 17 M  | 24.21   | Sam McKenzie TASNM      |
| 100 Free LC 17 M | 52.28   | Sam McKenzie TASNM      |
| 200 Free LC 17 M | 1:56.30 | Sam McKenzie TASNM      |
| 50 Fly LC 17 M   | 25.71   | Sam McKenzie TASNM      |
| 100 Fly LC 17 M  | 59.67   | Sam McKenzie TASNM      |
| 50 Fly LC Open M | 25.71   | Sam McKenzie TASNM      |

**TSC April Meet 7-8 April 2017**

|                      |          |                       |
|----------------------|----------|-----------------------|
| 800 Free SC 13 F     | 9:27.48  | Sierra Thomas TASNM   |
| 1500 Free SC 13 F    | 18:20.88 | Piper Riley TASNM     |
| 100 Back SC 10 & U M | 1:19.87  | William Seymour TASNM |

Jim/Mandy B/*carried*

**10. PUBLICITY/COMMUNICATION REPORT**

Articles done for NAGs, SI C&T, Juniors and Primary School champs.

It was noted that Leah Friend was missed out in recent articles, and requested that we make sure we include her next time.

**11. FUNDING REPORT**

- Sound system

*Resolved* that the Board apply for funding of \$3800.00 (GST exclusive) from the Lion Foundation toward the cost of a portable PA system, including slave speaker, for use at competitive swimming events in the Nelson Marlborough region. Melinda/Steve Malthus/*carried*

- Pool hire for SI meets

*Resolved* that a request be made to the Mainland Foundation and/or Pub Charity for

- The amount of \$4000 (GST exclusive)
- To be used for the purpose of offsetting the cost of pool hire for the 2017 South Island Secondary Schools and South Island Championships swim meets.

Melinda/Susie/*carried*

**12. SNZ LIAISON REPORT**

No meetings have been held.

**13. TECHNICAL**

At the long course debrief, Kirsty Rukuwai noted that she would be recommending an amendment to the warm up procedure.

**14. COACHING REPORT**

No report.

## 15. GENERAL BUSINESS

- Update to poolside etiquette document

*Moved to adopt amended poolside etiquette*

*Jim/Mark/carried*

- Response to Andy Adair –

Send him a report on the debrief meeting, saying that we considered his suggestions and made a number of changes, and that we are extremely disappointed at the manner in which he expressed his views and choosing not to come to debrief meeting. Lindie to draft letter and circulate to Mgt Committee for comment for Stephen's signature.

Mandy Thomas to ask Sam McKenzie if he would like to talk to a member of the Management Committee about his concerns.

- Feedback on Regional manager role: NAGs (Susie)

Susie noted that, at NAGs, it worked fine to be team manager and regional manager. Used pre-signed withdrawal forms for times when she wasn't at the pool. We don't need a separate regional manager for most national meets.

Agreed to determine need for regional manager on a case by case basis in discussion with the teams before the event. Since the regional manager role is now quite small it is not likely to be a problem for a team manager to take on this task. The role can be shared among club team managers if necessary.

- Starting Blocks at RAC – holes for lane 6 have been drilled incorrectly
- SI Champs and SI secondary schools – we all need to step up to ensure these are successful. There are some risks of low attendance due to road access issues: maybe need to ask for expressions of interest from other SI clubs. Would families in Blenheim host officials coming over to help out? (eg Eric and George)

Ask Sport Tasman to seek expression of interest from schools for SISS

We could delay the NM SC champs to ease burden on officials and BSC organisers? Discuss this option at the calendar meeting

NEXT MEETING OF MANAGEMENT COMMITTEE – 9 May at 7:30 pm at Cawthron (after Board meeting)

*Agenda items:*

*KPI progress report*

*Meeting closed 9.23*