



SNM MANAGEMENT COMMITTEE - Meeting Minutes

Date: Monday 11 July 2022
Time: 6:00pm
Venue: Boardroom, Sport Tasman

Attendees:

Members: Dave Hall, Lees Seymour (via Teams), Mandy Thomas, David McKay (via Teams), Grant Old
Apologies: Grant Lovell, Patsy Berriman, Lowri McNab, Andrew McKay
Minutes: Fiona Lulham

Item #:	Discussion:	Action Points:
1.	<p>Welcome Meeting started at 6:03pm. Dave welcomed everyone to the meeting noting that a quorum of 5 was present.</p>	
2.	<p>Apologies Apologies were received and accepted from Grant Lovell, Patsy Berriman, Lowri McNabb, Andrew McKay</p>	
3.	<p>Confirmation of previous minutes <i>It was moved to accept the minutes of the previous meeting on 9 June 2022.</i></p> <p style="text-align: right;"><i>Moved/seconded: Dave/Grant O Carried unanimously</i></p>	
4.	<p>Matters Arising & Tasks Matters Arising: No matters arising from minutes Updated tasklist – see attached Decisions from the Tasklist: - Purchase of new laptop. <i>It was moved to approve the purchase of a new laptop (less than \$1000.00)</i></p> <p style="text-align: right;"><i>Moved/seconded: Lees/Dave Carried unanimously</i></p>	AP

5.	<p>Ratify e-decisions No e-decisions to ratify from the past month.</p>	
6.	<p>Chair Report No written report. Refer to Dave’s email of 9 July to discuss how to keep swimmers in our sport and attract new swimmers.</p> <ul style="list-style-type: none"> - Lower numbers: 170 registered swimmers but many are not active - It’s the role of the MC to keep swimmers in the sport for longer and to attract new kids into the sport - Suggest running 2-3 fun meets over summer (eg relay meet, dual meet, skins event) with free entry, sausage sizzle etc - This is the time for SNM to invest \$\$ into the sport - Action: Discuss further at Calendar Meeting and add to calendar - Suggested that a Survey goes out to club members who have stopped swimming to get feedback on why. - Action: Fiona to set up Google Form/Survey to go out to clubs. 	<p>AP</p> <p>AP</p>
7.	<p>Strategic Plan/KPI Implementation It was noted that there isn’t anything in the Strategic Plan about attracting new swimmers to the sport. Lees to have a look at the Plan and discuss further at next meeting.</p>	<p>AP</p>
8.	<p>Health & Safety No incidents over the past month so nothing to report.</p>	
9.	<p>Child Protection Nothing to report.</p>	
10.	<p>Secretary Report Report was circulated prior to the meeting and tabled as read. There were no questions or queries.</p> <ul style="list-style-type: none"> - It was good to note that clubs are thinking about nominations for SNM Service Awards - The meet profit share payments for 2021/22 have been approved by the Board and will be disbursed shortly 	
11.	<p>Treasurer Report P&L, balance sheet and screenshot of bank balances were circulated prior to the meeting. Aged payables for July were also circulated. Additional payments:</p> <ul style="list-style-type: none"> - \$97.97 to Camille Veran for catering at SNM SC. <p><i>It was moved to accept the Treasurer’s report and approve the payment of aged payables.</i> <i>Moved/seconded: Lees/Grant O</i> <i>Carried unanimously</i></p>	

12.	<p>Registrar Report No report circulated prior to the meet. Patsy was an apology.</p>	
13.	<p>Publicity/Communication Report Lowri was an apology but advised prior to the meeting that she would write a summary of the SNM SC meet for local newspapers</p>	AP
14.	<p>Funding Report Additional to Admin Report:</p> <ul style="list-style-type: none"> - Next funding: December lane hire; lane hire for Fun Summer Series - Dave to meet NBS to discuss further sponsorship options. 	AP
15.	<p>SNZ Liaison Report</p> <ul style="list-style-type: none"> - Chair Level: nothing to report. - Administration Level: Minutes of last meeting circulated prior to meeting. 	
16.	<p>Technical Update</p> <ul style="list-style-type: none"> - It was discussed that all clubs need to focus on recruiting new technical officials. The region can't run meets without them! - On each club committee there should be a committee member whose role it is to promote and encourage new technical officials. 	
17.	<p>Coaching Report No update – nothing to report.</p>	
18.	<p>General Business n/a</p>	
19.	<p>Club Updates <u>Tasman Swim Club</u> –</p> <ul style="list-style-type: none"> - Committee has also been discussing drop in numbers and the need to recruit more TOs. - TSC using Race Nights to introduce parents to TO roles (fun, non-pressure environment; easy to connect to parents) - Tasman finances will be presented at AGM and forwarded to SNM for inclusion in Annual Report - Just launched new website (which was set up by parent) <p>Discussion that SNM needs new website (very outdated photos, content etc). Dave to make enquiries about new website for SNM.</p> <ul style="list-style-type: none"> - TSC asked that Definition of Designated Meet be added to agenda of Calendar Meeting to clarify what is expected (that is, are they all to be 2 sessions, all events etc) 	<p>AP</p> <p>AP</p>

	<p><u>Blenheim Swim Club</u> – n/a – no BSC members at meeting.</p> <p><u>Nelson South</u> –</p> <ul style="list-style-type: none"> - Holding AGM and Prizegiving on Sunday 7 August. - (Calendar meeting and next MC meeting to be held earlier on same day). <p><u>Waimea</u> –</p> <ul style="list-style-type: none"> - Quite a few new swimmers trialling with the Club - Drop in number of Club swimmers attributed to many changing status to Recreational Swimmer (to avoid \$60.00 SNZ membership fee) <p>Action: Patsy to include Recreational swimmers in reporting so SNM MC and Board have accurate number of swimmers in region.</p> <p>Discussed Awards Evening – Dave M keen to hold another awards evening as it was such a successful fun event two years ago. Fiona to contact Tahuna Conference Centre to see if available; Dave to contact Lauren Boyle (if venue available).</p>	<p>AP</p> <p>AP</p> <p>AP</p>
20.	<p>Date of next meeting</p> <p>Next Committee meeting:</p> <p>It was agreed to hold the next MC meeting at <u>1:00pm Sunday 7 August</u> (after the Calendar meeting which has been scheduled for 12noon Sunday 7 August 2022) in the Boardroom of Sport Tasman Nb. The SNM Board meeting will still be held 5:30pm Monday 8 August via Teams</p>	
21.	<p>Close of meeting</p> <p>Dave called the meeting to a close at 7:20pm</p>	