



MINUTES: Of the Management Committee of Swimming Southland

Held Tuesday 20th of April 2010
Venue Splash Palace - Invercargill
Start Time 6.15pm

Present Nigel Soper (Chair), Joka Wiegiersma, Yvonne McDonald, Shona Tomlins, Fiona Dooley, Barbara Grant

In Attendance David Prattley Executive Officer

Apologies NIL

Welcome Chairperson, Nigel Soper welcomed all management members to the meeting.
Nigel noted the great performances by all swimmers over the past months and in particular Natalie Wiegiersma and Lisa Pankhurst qualifying for Pan Pacs/Commonwealth Games and Oceania Champs respectively. He also acknowledged Jeremy Duncan's inclusion in the Pan Pacs and Commonwealth Games team and Zane Harris's being contracted as the massage therapist to Pan Pacs.

Wayne Evans joined the meet at 6.25pm

Wayne expressed the thanks of the Foveaux Masters swimming club to all the volunteers and staff of Swimming Southland who assisted at the recent NZ Masters Championships. He commented that NZ Masters have written to Foveaux Masters and expressed their thanks for a well run meet.

Wayne presented a letter of thanks from Foveaux Masters along with a cheque for \$1250.

Nigel thanked Wayne and Foveaux Masters for their generous donation.

Wayne left the meeting at 6.40pm

Minutes **Management Meeting 9th March 2010**

Moved Yvonne McDonald
Seconded Joka Wiegiersma

"That the Management Minutes of 9th March 2010 be received"
CARRIED

Matters Arising

Nigel advised that no meeting had yet taken place with Aidan Withington. He advised that this was a priority and he and the EO would follow up urgently.

Letter of support for Bluff Community still to be completed. Barbara Grant to advise EO of the details.

Barbara Grant advised that she was still to action vouchers for Allan Sadlier & Tony Phillips.



Yvonne McDonald presented the survey results completed by Alison Broad. She advised that the next step was to present to delegates at a meeting. Barbara Grant suggested that this happen at the AGM. Alison Broad to present the report to the delegates.

Report to be circulated to clubs and H2O Dreams at appropriate time.

Moved **Fiona Dooley**
Seconded **Joka Wiegersma**

“That the Minutes of the Management Meeting held 9th March 2010, be accepted as a true and correct record” CARRIED

Executive Officers Report – David Prattley

Swim Sport/Recorder

Transfer request – Phoebe Swale Hokonui Aquatics to Taieri
 Team Managers report for South Island Country & Town Competition submitted for ratification by Suzie Harrington (attached)

Moved **Yvonne McDonald**
Seconded **Shona Tomlins**
“That the South Island Country & Town Regional Managers report be ratified”
CARRIED

Shona Tomlins questioned the EO on the whereabouts of the NZ Age Groups Team Managers report. EO advised that not yet received.

High Performance Fund

Balance Fund 9/3/10	\$ 8070.27
Spent Period 9/3/10 – 20/4/10	\$ 1429.33
Carried Forward to next period	<u>\$ 6640.94</u>

Expenditure made up as follows	
Lisa Pankhurst HP Funding Auckland Opens	\$444.44
Richard Harris HP Funding Auckland Opens	\$355.56
Michael Finlay HP Funding Auckland Opens	\$222.22
Natalie Wiegersma HP Funding Auckland Opens	\$407.11
Total	\$1429.33

Records

64	LC	Free	100	OW	Lisa Pankhurst	COL	58.06	57.64	11/3/10	Auckla
65	LC	Breast	50	OW	Natalie Wiegersma	WAV	34.43	33.61	11/3/10	Auckla
66	LC	Breast	50	OW	Natalie Wiegersma	WAV	33.61	33.59	11/3/10	Auckla
67	LC	Fly	50	OW	Natalie Wiegersma	WAV	28.92	28.32	11/3/10	Auckla
68	LC	Fly	50	OW	Natalie Wiegersma	WAV	28.32	28.18	11/3/10	Auckla
69	LC	Back	50	OM	Michael Finlay	COL	28.86	28.45	5/4/10	NZ Op

70	LC	Free	200	OW	Lisa Pankhurst	COL	2.03.22	2.02.94	5/4/10	NZ Op
71	LC	IM	200	OW	Natalie Wiegersma	WAV	2.12.90	2.12.38	5/4/10	NZ Op
72	LC	Fly	100	OW	Natalie Wiegersma	WAV	1.00.91	1.00.50	6/4/10	NZ Op
73	LC	Free	100	OW	Lisa Pankhurst	COL	57.64	57.62	7/4/10	NZ Op
74	LC	Free	100	OW	Lisa Pankhurst	COL	57.62	57.24	7/4/10	NZ Op
75	LC	Back	100	OM	Richard Harris	COL	1.01.76	1.00.85	8/4/10	NZ Op
76	LC	Back	100	U16	Andrew Bester	OCA	1.02.95	1.02.70	8/4/10	Austral
77	LC	Back	100	OM	Richard Harris	COL	1.00.85	1.00.49	8/4/10	NZ Op
78	LC	IM	400	OW	Natalie Wiegersma	WAV	4.41.37	4.41.15	8/4/10	NZ Op
79	LC	Free	50	U14	April Miller	HOK	28.77	28.60	9/4/10	Austral

I would like to submit records 64-79 for ratification

Moved **Fiona Dooley**
Seconded **Shona Tomlins**
"That the records as tabled be ratified" CARRIED

Correspondence

SBS Bank have advised that Swimming Southland have won one of their monthly STAR account draws of \$1000

Southland Secondary Schools Sports: Request for information for SI Secondary School Champs
EO recommended to run meet Short Course. Clash of dates with League Meet 2. Agreed to move League meet 2 to Sunday 4/7/10.

Wharenui Swimming Club – Change of Date Wharenui Winter Olympics

Swimming NZ – AGD Camps

Suzie Harrington – Regional Team managers report SI C & T

The EO noted the initiative from Suzie Harrington who arranged tee shirt sales at South Island Country & Town competition resulting in a profit of \$323.75 for Swimming Southland.

Alexandra Swimming Club – Change of dates Southland Champs

Meeting not comfortable about holding Southland champs in opposition with Alexandra. EO asked to confirm with Jeremy Duncan about Queensland Champs and enquire with Water polo about changing dates. To report back.

Swimming NZ – Advice of resignation of director and call for nomination for replacement

Gear/Pool Liaison

Registrar

Funding

Jeremy has advised that there will be a \$3500 user pays cost for Oceania Champs which Lisa Pankhurst has qualified for. I would like a motion on the minutes enabling Swimming Southland to apply for a Scholarship from the ILT Foundation to assist Lisa. Swimming NZ has advised that full details of the team selection will be advised to regions by the end of April. I will need to advise Collegiate of the action being taken to ensure that no duplicate applications are submitted.

Moved **Nigel Soper**
Seconded **Yvonne McDonald**

"It was moved that Swim Southland Management Committee authorises the Executive Officer to proceed with a grant application to the ILT Foundation for a scholarship to



assist NZ Team selected member, Lisa Pankhurst, with travel to the Oceania Championships 21 – 26/6/10” CARRIED

Aquazone Swimming has been advised that Lisa Catto (Hokonui Aquatics) has been selected for the 2010 Swimming New Zealand Tri Series Camps being held in May. There is a \$600 user pays component plus airfares to Palmerston North for these camps and I would like a motion on the minutes enabling Swimming Southland to apply for a grant from the MLT to assist Lisa. I will need to advise Hokonui Aquatics of the action being taken to ensure that no duplicate applications are submitted.

Yvonne McDonald also confirmed that Andrew Bester had been confirmed last night.

Aquazone Swimming and H2O Dreams have been advised that Bradley Catto (Hokonui Aquatics), Josh Hamilton (Murihiku) and Hannah Morgan (Murihiku) have been selected for the 2010 Swimming New Zealand Age Group Development Camps being held October in Timaru. Josh has since advised that he will be unable to attend the camp due to being overseas for the month prior. There is a \$250 user pays component plus travel to Timaru for this camp.

We have previously been declined by the ILT Foundation for a scholarship for other swimmers attending these camps as they are not selected to represent New Zealand. Based on that precedence in July 2009 I am unable to apply to the ILT Foundation to assist Hannah. I would like a motion on the minutes enabling Swimming Southland to apply for a grant from the MLT to assist Bradley. I will need to advise Hokonui Aquatics of the action being taken to ensure that no duplicate applications are submitted.

As you are all aware Natalie Wiegersma has gained selection for the 2010 Pan Pacific Championship and the 2010 Commonwealth Games. Jeremy Duncan has also been selected as one of the team coaches for both of these events. In addition the NZ team will be attending the Mare Nostrum meet held in Barcelona in June along with various camps.

At this stage neither Natalie nor Jeremy has indicated to me that there are any costs involved with attending any competitions as this comes under the Swimming NZ High Performance Budget.

At the November 2009 meeting I was asked to provide the management committee with details of the swimmer recognition awards that were passed for payment in 2004.

This detailed below in bold italics:

Swimmer Recognition Awards (Motion passed in 2004)

<i>Trans Tasman</i>	<i>\$100</i>
<i>Oceania Champs</i>	<i>\$150</i>
<i>Pan Pacs</i>	<i>\$300</i>
<i>FINA World Youth</i>	<i>\$300</i>
<i>Commonwealth Games</i>	<i>\$500</i>
<i>Olympics/World Champs</i>	<i>\$750</i>

These were all subject to availability of funds. We may need to review these to include any additional competitions such as Junior Pan Pacs. World Open Water, Oceania Open Water, NZ Tri Series Tour as well as making sure the dollar amounts are appropriate.

At the time you decided not to make any award to Lisa Catto for being selected to the NZ Tri Series team and no changes were made to the amounts.



In August 2009 we made payments of \$100 from the High Performance Fund to the swimmers who were selected to the NZ Age Group Development camps although this was outside the budget.

Based on the 2004 motion I would like to recommend that we make the following payments in recognition of achievements:

- Natalie Wiegersma - \$800 (\$300 Pan Pacs, \$500 Commonwealth Games)
- Lisa Pankhurst - \$150 (Oceania Championships)

After discussion the meeting decided that this was a complex area that required a definite policy. Fiona Dooley offered to assist the EO with a policy and report back.

Finance Report – David Prattley

Accounts for Payment (SBS)

Name	Date	Description	Cheque	Amount
Min of Justice	10/3/10	Aidan Withington	111162	\$100.00
Options Rentals	11/3/10	Rental Vans NAGS	111163	\$1500.00
Swimming NZ	14/3/10	Aussie Age Entry Fees	111164	\$622.40
Creative Screen	14/3/10	Screen printing	111165	\$34.50
H2O Dreams	19/3/10	Monthly Fees	DD	\$2910.94
Aidan Withington	23/3/10	Wages	DD	\$681.03
David Prattley	23/3/10	Wages	DD	\$1086.39
Hokonui Aquatics	23/3/10	Accom SICT Coach	111166	\$113.50
ICC	23/3/10	Pool Hire	111167	\$2908.95
Capital View Motor Inn	23/3/10	Accom Div 2s	111168	\$4560.00
David Prattley	23/3/10	Mini Van Div2s	111169	\$945.00
Swimming NZ	23/3/10	Entry Fees NZ Opens	111170	\$375.00
Clive Power	23/3/10	Fees	111171	\$947.00
Windsor Court	23/3/10	Lost Keys NAGS	111172	\$50.00
Lisa Pankhurst	23/3/10	HP Payment Auk Champs	111173	\$500.00
Natalie Wiegersma	23/3/10	HP Payment Auk Champs	111174	\$458.00
Michael Finlay	23/3/10	HP Payment Auk Champs	111175	\$250.00
SBHS	23/3/10	Refund Entry Fees	111176	\$13.00
Richard Harris	23/3/10	HP Payment Auk Champs	111177	\$400.00
SS Travel Account	24/3/10	Transfer to Travel Account	111178	\$1000.00
Min of Justice	30/3/10	Aidan Withington	111179	\$52.00
Aidan Withington	6/4/10	Wages	DD	\$681.03
David Prattley	6/4/10	Wages	DD	\$1086.39
Creative Screen	7/4/10	Screen printing & Ribbons	111180	\$1039.13
Swimming Otago	7/4/10	Refund Entry Fees	111181	\$1125.00
Limehills School	7/4/10	Refund Entry Fees	111182	\$32.00
Collegiate Swimming	7/4/10	Pay out Credit Balance	111183	\$50.90
Shona Tomlins	7/4/10	Swim Meet Expenses	111184	\$23.07
Lincoln Green	7/4/10	Accom NZ Opens	111185	\$4830.00
Waihopai School	7/4/10	Meeting Room Fees	111186	\$275.00
Aquazone Swimming	7/4/10	Telephone/Nortron Sub	111187	\$213.98
IRD	7/4/10	PAYE	111188	\$822.68



Travelcard	12/4/10	Travel	111189	\$86.00
IVS	12/4/10	Printer Toners	111190	\$242.34
Aidan Withington	6/4/10	Wages	111191	\$52.00
Aquazone Swimming	12/4/10	SI C&T Expenses	111192	\$73.00
Southern OPD	12/4/10	Paper	111193	\$35.72
UniformNZ	12/4/10	Uniforms	111194	\$89.03
Craigs OPD	19/4/10	Sth Island Champs	111195	\$148.00
Aidan Withington	20/4/10	Wages	DD	\$663.03
David Prattley	20/4/10	Wages	DD	\$1086.39
H2O Dreams	20/4/10	Monthly Fees	DD	\$2910.94
Total				\$35073.34

Moved Fiona Dooley
Seconded Joka Wiegersma
"That the accounts as tabled be approved for payment" CARRIED

SBS Star Account Summary of Transactions		
Opening Balance 9/3/10		\$49708.80CR
Plus Transfers In and Deposits		
Transfers in	\$740.03	
Deposits	\$23110.97	
Less Transfers Out and Payments		
Transfers out	\$0.00	
Payments (Cheques and Direct Debits)	\$35073.34	
Plus Interest Received	\$103.12	
Less Account Fees	\$2.50	
Balance as at 20/4/10		\$38587.08CR

Travel Account Summary of Transactions		
Opening Balance 9/3/10		\$3631.19 Cr
Plus Transfers In from Current Account	\$1000.00	
Less Eftpos Transactions		
Div 2 Eftpos Transactions	\$2419.01	
Opens Eftpos Transactions	\$1300.32	
Transfer to Current Account	\$0.00	
Transaction Fee	\$1.00	
Balance as at 20/4/10		\$910.86CR

SBS Term Deposit Account Summary of Transactions		
Opening Balance 1/5/09		\$8868.08Cr
24/5/09 Quarterly Interest	\$162.18	
24/8/09 Quarterly Interest	\$105.31	
24/11/09 Quarterly Interest	\$105.31	
24/2/10 Quarterly Interest	\$107.14	
Balance as at 20/4/10		\$9348.02Cr
Invested for 12 months @ 4.60% maturing 24/05/2010 (Interest paid quarterly)		

SBS Term Deposit Account Summary of Transactions		
Opening Balance 22/12/09		\$25000.00Cr

22/3/10 Quarterly Interest	\$292.81	
Balance as at 20/4/10		\$25292.81Cr
Invested for 6 months @ 4.75% maturing 22/06/2010 (Interest paid quarterly)		

Debtors

20/4/10 Aged Balance Summary

	Current	30 days	60 days	90 days	Total
Bluff Swimming Club					0.00
Central Southland Swimming Club	12.00				12.00
Collegiate Swimming Club	968.00				968.00
Fiordland Amateur Swimming Club	1001.00	457.50			1458.50
Hokonui Aquatics	1014.30				1014.30
Mataura Swimming Club					0.00
Murihiku Swimming Club	484.00				484.00
Orca Swimming Club	1592.30				1592.30
Oreti Swimming Club			56.25		56.25
Riverton Swimming Club					0.00
Waiau Swimming Club	259.50				259.50
Waverley Swimming Club	443.50				443.50
Robert McDonald	51.88				51.88
April Miller	25.94				25.94
Barbara Grant	163.50				163.50
Fiordland College	150.00				150.00
James Hargest	143.00				143.00
Jasi Swimming Club			39.00		
Lisa & Bradley Catto	337.14				337.14
Rimu School	9.00				9.00
Oscar van Stekelenborg	103.68				103.68
Zane Harris	956.49				956.49
	7715.23	457.50	95.25		8267.98

Note 1 A

Executive Officers Monthly Costs – Telecom

Homeline plus wire maintenance	\$45.00
Xtra Broadband	\$45.00
Total	\$90.00



50%	\$45.00
Plus Tolls	\$4.00
Total	\$49.00

Note 2

Actual YTD result to 31/3/10 plus revised forecasted position to 30/4/2010 attached. This is in expanded format as well.

Balance Sheets Comparison as at 20/4/10

<u>Assets</u>	20/4/10	30/4/09
Westpac Trust Current Account	0.00	-959.66
Westpac Trust Online Saver	0.00	21889.32
SBS Bank Star Account	38587.08	0.00
Westpac Trust Travel A/c	910.86	1387.27
SBS Bank Term Deposit	9348.02	8868.08
SBS Bank Term Deposit	25292.81	25000.00
Accounts Receivable	8267.98	9977.95
Prepayments	600.89	0.00
Equipment	6701.26	5191.92
Total Assets	<u>89708.90</u>	<u>71354.88</u>
<u>Liabilities</u>		
Accounts Payable	0.00	0.00
Tax Payable	-2121.65	-1967.61
Income in Advance	0.00	7077.78
Accruals	0.00	-212.89
Other Current Liabilities	328.55	328.55
Total Liabilities	<u>-1793.10</u>	<u>5225.83</u>
Net Assets	<u>91502.00</u>	<u>66129.05</u>
<u>Equity</u>		
Opening Balance	62256.70	62256.70
Retained Earnings	3872.35	13662.52
Net Income	25372.95	-9790.17
Total Equity	<u>91502.00</u>	<u>66129.05</u>

Head Coaches Report – Jeremy Duncan

Splash Palace



1. To continue the growth of competitive swimming , Splash Palace has supplied H20 Dreams with 4 new clients

Competitive Programme

2. The term was wrapped up well with Aidan doing an outstanding job in organizing an end of season social opportunity for swimmers
3. To keep developing swimmers as they progress we have moved swimmers up squads and also held swimmers in groups to wait for them to mature physically
4. Some swimmers have chosen to drop back their commitment over the winter term. We are pleased to be able to hold these swimmers in our fitness squad. By doing this we can maintain our focus on competitive swimming
5. We will be encouraging these swimmers to enter local meets, and to step their commitment up again in order to swim at representative meets such as South Island Champs, NZ Short Course Age groups.
6. Now the season is quieter meets wise we will be running our Chocolate Fish meets, the format will change as will the number of athletes we are targeting.

Opens 2010

7. This meet carried on the success we have had starting at Juniors and filtering through to Nags, Div 2. Please see attached meet summary from David to view results.
8. Of note were the progress of our older males and Lisa Pankhurst breaking the Southland record in the 200 free and gaining selection for the Oceania Championships
9. Vicki Finlay did a good job particularly with the food and organizing fun activities.

General Discussion

- 10 These swimmers with H20 Dreams have been selected for Swimming New Zealand Camps / meets. Josh Hamilton, Hannah Morgan, Andrew Bester , Lisa Pankhurst , Natalie Wiegersma
- 11 These staff have also been selected for National positions Jeremy Duncan, Zane Harris (TBC)
- 12 As I will be away with the Games Team and developing the swimmers at home is important to us H20 will be sourcing coaching cover from Clive Power David Prattley Oscar Van Stekelenborg in my absence .Please see attached calendar
- 13 I have also allocated \$3500 from the High Performance fund to Lisa Pankhurst to cover her trip Oceania's which is totally user pays

Request tabled from Jeremy to reintroduce the Assistant Coach's payment as per his contract. The EO outlined the details of the contract and clarified the wording.

Currently not funded for the Assistant coaches portion of the contract.

The meeting agreed that it was important to support the coach but can't under current funding.

Nigel outlined a proposal to assist with funding from the PD budget which is currently under spent as well as the Clinic budget. He would however check with Swimming NZ on what was available to coaches on National teams and report back.

The assistant coach's payment was to be included in all future funding applications.

Moved Fiona Dooley
Seconded Yvonne McDonald



"That a payment totaling \$3750 be made to H2O Dreams to procure services of Clive Power for periods of Jeremy Duncan's absences during period 1/6/10 – 31/10/10. This payment is subject to Swimming NZ funding" CARRIED

Development Officers Report – Aidan Withington

No report

Portfolios

Team Management – Shona Tomlins

Team Travel 2010/2011. The meeting agreed that the South Island Champs (Queenstown) and the South Island Country & Town Competition should be attended as a Southland team and asked the EO to advise clubs of this decision. Shona also asked that team manager applications be forwarded for the South Island Champs, NZ Age Group Short Course and NZ Open Short Course at that time with a close off of the 31st of May.

Uniforms – Yvonne McDonald

The main uniform request from questionnaire feedback from swimmers was for a muscle back top to be included. Yvonne to investigate.

Technical – Barbara Grant

Splash Palace has provided 8 new lane modules and these are held in safe storage. They will be tested prior to Winter meets.

Nigel advised that MP3 player and microphone at Splash Palace has now been fixed. The EO Suggested after the issues at both South Island Champs and South Island Country & Town that we outsource all PA requirements for major meets. He felt that the SIT might be a place to start. Meeting agreed.

Selectors – Fiona Dooley

NIL

Trophy – Joka Wiegersma

Prizegiving and rep photo organisation underway.

Photographer booked for 5pm.

EO to send out invites to life members and dignitaries

Speaker for prizegiving to be finalised.

PowerPoint presentation to be organised for President

The EO advised that he had nominated Natalie Wiegersma and Wayne Evans for the Southland Sports Awards. Both of these people had been named in the finals.

Hospitality – Shona Tomlins, Joka Wiegersma

NIL

Governance – Nigel Soper

NIL

Coaches and Teachers – Nigel Soper

NIL

General



Barbara Grant advised that a Sports Southland survey had been forwarded to H2O Dreams and Aquazone swimming for their input.

Barbara Grant wished to update the Swimming Southland banner/flag as the current one bulky and doesn't represent the clubs. She thought about having a cloth banner with the Swimming Southland logo surrounded by the club logos. Meeting agreed that this would be an excellent idea.

Meeting Closed 9.10pm

Chairperson's Signature: _____

Date: _____

Next Meeting: Thursday 13/5/10