

**MINUTES:** Of the Management Committee of Swimming Southland

**Held** Wednesday 5th of December 2007  
**Venue** Donovan School Board Room - Invercargill  
**Start Time** 7.30pm

**Present**

Esther Price	Chairperson
Nigel Soper	Deputy Chairperson
Diane Chartres	Jo Sanford
Shona Tomlins	Joka Wiegersma
Fiona Dooley	Yvonne McDonald

**In Attendance** David Prattley Executive Officer

**Apologies** Glenda Sadlier  
**Moved** **Diane Chartres**  
**Seconded** **Jo Sanford**  
 "That the apologies as recorded be sustained". CARRIED

**Welcome**

Esther Price welcomed everyone to the meeting.

**Minutes** Management Meeting 14th November 2007  
**Moved** **Nigel Soper**  
**Seconded** **Joka Wiegersma**  
 "That the Management Minutes of 14<sup>th</sup> November 2007 be received"  
 CARRIED

**Matters Arising** **Nil**

**Moved** **Joka Wiegersma**  
**Seconded** **Nigel Soper**  
 "That the Minutes of the Management Meeting held 14th November 2007, be accepted as a true and correct record" CARRIED

**Executive Officers Report to 5 December 2007 – David Prattley**

*Discussion and resolutions are in italics*  
**Swim Sport/Recorder**

***Teams***

Everything in hand for NZ Summers team. Evaluation forms and return envelopes given to team manager for distribution and return in manager's bag.

***Sport Development***



### Records

I wish to submit the following record for ratification

Record 61

			Dist	Age	Name	Club	Old	New	Date	Where	
61	SC	Free	1500	U14	Emma Prattley	Hok	19.21.94	19.04.76	1/12/07	Gore Age Group 07	Caitlin Davies

**Moved**                      **Fiona Dooley**  
**Seconded**                **Shona Tomlins**  
"That record number 61 be ratified" CARRIED

### Accommodation

All accommodation and travel is now in hand.

### Travel

#### Correspondence (not actioned)

Letters received from Natalie Wiegersma & Jeremy Duncan

#### Read and discussed

The Community Trust of Southland – Premier Team/Event Fund

**No national meets in Invercargill this season. Suggestion of Australian Age groups but this falls outside the criteria**

Sport Southland – Academy Southland 2008

**Executive Officer to forward applications to coaches and liaise with Swimming NZ**

### Gear/Pool Liaison

#### Registrar

Collegiate affiliations are 98% complete meaning 4 clubs are now done. Murihiku, Fiordland, Maitai and Collegiate.

Transfer Application received from Kate Morris (Hokonui Aquatics to Waves). Application received 3/12/07 with the effective date being 1/2/08. Kate has requested to continue to compete for Hokonui Aquatics during the 60 day period.

**Moved**                      **Shona Tomlins**  
**Seconded**                **Fiona Dooley**  
"That the application for transfer of Kate Morris be approved" CARRIED

### Funding

Funding confirmed from ILT up to the same level as last year with an additional sum received for High Performance being an Olympic year.

Application forms for NZ Swimming Trust to be distributed to eligible athletes

**Copies to be sent to clubs and coaches.**

**Esther price attended the NZ Swimming Trust AGM and noted that 3 Southland athletes received funding during 2006/07. It is important in all circumstances that athletes acknowledge the support to the organisation.**

### Publicity/Promotion

### Website

**Other**

Regional Examinations  
Timekeepers  
Daphne Thomson – Hokonui

**Also**

**Marissa Manu Murihiku, Kyla Gerkin Murihiku, Lisa Martin Murihiku and Jan Forde Murihiku for Timekeepers theory only**

Resignation received from Don Frew as Southland Country Club Convenor of Selectors.

**Executive Officer to advise all Country Clubs and call for a replacement**

Advice received from Don Frew that Aila Tuhua is unavailable for selection for Southland and Southland Country teams.

South Island Championship meet schedule received from Carey Carey. Queries requiring answers.

**Question of distances for relays to change to 4 x 50m. Agreed with Carey Carey's recommendation to go to 4 x 50m**

**Points allocation. Agreed with theory of Top 8.**

**Executive Officer to advise Carey**

Replacement delegates meeting date to be set.

**Executive Officer to notify clubs and call for business**

**Head Coach Report to 10 October 2007 – Jeremy Duncan**

***Discussion and resolutions are in italics***

**Development Programme**

1. Skills need to improve.
2. Numbers at Gore were less than 50% of total in our development groups.
3. Will be subtle restructure changes in term 1.

**Splash Palace**

1. Co-operating well.
2. Looking at restructuring also to dovetail in with us more.

**Schools**

1. Need to look at Aidan's role and delivery of product.

**Age Group**

2. Aussie Age booked and ready. A small team.
3. Skills need to improve.

**Youth**

1. Provider support now in place coach driven athlete focused.
2. Going thru final confirmation of Australian Camp.

**Miscellaneous**

1. Thank you Glenda for dealing with my contract promptly
2. Look at ways to get maximum participation in to meets
3. Press on the team leaving to Auckland who is charge of this



## **Development Officer Report to 10 October 2007 - Aidan Withington**

***Discussion and resolutions are in italics***

### **Camps: Camp and Clinics**

The starts, turns and relay changeovers clinic that was to be run on the 25<sup>th</sup> of November was postponed due to lack of numbers. I think this is because of the time of the year. We are looking at doing this clinic now in February.

### **Schools:**

This month I have done 53 hours of school coaching.

There was a misunderstanding with a couple of the schools which meant I had to do a few extra hours.

Otherwise the schools have been running very well and I am looking forward to next year. I will be in contact with all the schools for term 1 2008 over the next week.

This month I have talent spotted 3 swimmers, 1 will be starting with H20 Dreams next year, the other 2 will be coming in this week to sort out groups and get into clubs.

## **Financial Report September 2007 - David Prattley**

***Discussion and resolutions are in italics***

### **Accounts for payment**

	<b>Company</b>	<b>Description</b>	<b>Chq</b>	<b>Amount</b>
1	H20 Dreams	November Fees	DC	\$ 2,910.94
2	Aidan Withington	Wages FN	DC	\$ 748.55
3	Aidan Withington	Wages FN	DC	\$ 748.55
4	David Prattley	Wages FN	DC	\$ 1067.93
5	David Prattley	Wages FN	DC	\$ 1067.93
4	Murihiku Swimming Club	Entry Fees Paid to Swimming Southland	179991	\$77.00
5	ICC	Pool Hire	179992	\$219.20
6	Murihiku Swimming Club	Entry Fees paid to Swimming Southland	179993	\$82.50
7	IRD	PAYE	179994	\$2776.10
8	Wil Payne	Athlete Conditioning Services	179995	\$1200.00
9	Meadow Park Top 10	Accom Deposit	179996	\$711.00
10	Quest on Willis	Accom Deposit	179997	\$1600.00
11	Swimming Sth Travel A/c	Transfer to Travel A/c	179998	\$2000.00
12	Swimming NZ	Entry Fees NZ Summers	179999	\$412.50
13			180000	Destroyed
14	Super Sth Camp	High Performance Expenditure	180001	\$1232.00
15	Vicki Finlay	Laptop Keypad	180002	\$79.99
16	UniformNZ	Uniforms	180003	\$464.16
17	Brandwell Moller	Badges	180004	\$372.90
18	David Prattley	Photocopier Paper	180005	\$15.00

**Moved**

**Fiona Dooley**



**Seconded Yvonne McDonald**  
 "That the accounts as tabled be approved for payment" CARRIED

**Aged Balance Summary**

	<b>Current</b>	<b>30 days</b>	<b>60 days</b>	<b>90 days</b>	<b>Total</b>
<b>Bluff Swimming Club</b>	\$38.95				\$38.95
<b>Central Southland Swimming Club</b>	\$881.17				\$881.17
<b>Collegiate Swimming Club</b>	\$2069.00				\$2069.00
<b>Fiordland Amateur Swimming Club</b>	\$211.50				\$211.50
<b>Hokonui Aquatics</b>	\$2188.61				\$2188.61
<b>Mataura Swimming Club</b>	\$294.00				\$294.00
<b>Murihiku Swimming Club</b>	\$125.45	\$282.00			\$407.45
<b>Orca Swimming Club</b>	\$211.50				\$211.50
<b>Oreti Swimming Club</b>	\$38.95				\$38.95
<b>Riverton Swimming Club</b>	\$211.50			-\$78.10	\$133.40
<b>Waiau Swimming Club</b>	\$632.45				\$632.45
<b>Waverley Swimming Club</b>	\$80.00				\$80.00
<b>Natalie Bulmer</b>				\$198	\$198
	<b>\$6983.08</b>	<b>\$282.00</b>		<b>\$119.90</b>	<b>\$7384.98</b>

1 Dispute over airfares with Bulmers. They claim already paid but no record within my system. I have sent an overdue statement with a note but no reply received yet.

2 A full financial report and budget is attached for discussion  
***Concern expressed over use of coaches professional development budget. Executive Officer to provide a monthly update with his report at every meeting***

3 I set up a one month term deposit for \$50000 at 8%pa maturing 23/12/07 with Westpac. This is with funding received from the ILT Foundation.  
 I would also like to request that we set up a call deposit facility with internet transfer capability so I can manage funds to get best possible interest return. No funds would be able to be transferred anywhere but to Swimming Southland accounts.

**Moved Jo Sanford**  
**Seconded Joka Wiegersma**  
 "That the setting up of an online saver bank account be approved"  
 CARRIED

**Portfolio August 2008**  
***Discussion and resolutions are in italics***

**Athlete** Yvonne McDonald  
**Team Management**

Final Team Management applications have closed 30/11/07. Yvonne has been away and not actioned yet.



A very good team managers seminar with a good turnout was run on the 17/11/07. Lyn and Esther chaired the discussions and Yvonne took notes which are to be written up as a guideline document.

### **Uniforms**

Yvonne displayed tracksuit jacket and trouser with new Southland screen-printing. All summers team have been done. Next team to travel is NZ Juniors.

**Executive Officer to provide a list of NZ Juniors team members to Yvonne so she can contact.**

**Selectors/Technical** Fiona Dooley

### **Selectors**

Query on where the COTS Scholarships were at and timeline.

**Executive Officer to supply a copy of letter sent out and timeline to selectors**

### **Technical**

Tough to get officials for Gore.

Fiona to start Southland Champs next week as away in January. Esther advised that the chief referee, starter and IOT need to assist.

A deputy chief timekeeper is required. No backup available in Gore when Greg Smith was unable to do this.

**Meeting agreed this was an excellent idea and Fiona to action.**

Comments were made at meet in Gore regarding the manners and general etiquette of some of the swimmers towards the timekeepers and other officials.

**Executive Officer to send out a general note to clubs and coaches regarding this**

Many watches need checked

**Greg Smith to action**

### **External Stakeholders**

Joka Wiegiersma

Ribbons have been ordered for Southland Champs

Duty Clubs are required to supply water to tech officials at Southland Champs.

Need to redo duty club roster for Southland Champs based on entries. Clubs with smaller number of entries need assistance.

**Executive Officer to redo roster and forward out when entries finalised along with duties**

### **Governance**

Nigel Soper

First completed draft of constitution on hand.

Executive Officer still has to make some alterations to committee structure section.

To be finalised and then forwarded to Roger Eagles to review. Contact person for Roger will be Nigel Soper.

Thank you gift for Doreen Reid who has assisted Nigel with word processing. Nigel to arrange.

### **Coaches & Teachers**

Glenda Sadlier

Nil



**General**

Letter to go to Natalie regarding SPARC Future Champion award  
Esther Price, Fiona Dooley and Joka Wiegiersma attended Academy Southland Presentation ceremony. Presentations made to Joyce Wiegiersma, Becky Dooley, and Cody Ball.  
Waiau club sought permission to hold an interclub meet with non-competitive races on Saturday 23 February. Approved  
Approaches have been made by a competitive swimmer to run long course time trials prior to Christmas.

***Executive Officer to contact coaches to check if required as very expensive to hire the pool and need participation.***

**Meeting Closed** 9.20am

**Chairman's Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Next Meeting:** 13<sup>h</sup> February 2008, 7.30pm