

MINUTES: Of the Management Committee of Swimming Southland

Held Sunday 17th of July 2011
Venue Splash Palace - Invercargill
Start Time 9.00am

Present Nigel Soper (Chair), Geoff Finnerty, Fiona Dooley, Yvonne McDonald, Barbara Grant

In Attendance David Prattley (Executive Officer)

Apologies Jane Fisher, Joka Wiegersma, Paul Harrington

Moved Geoff Finnerty
Seconded Yvonne McDonald

“That apologies be sustained” CARRIED

Welcome Nigel welcomed everyone to the meeting and thanked them for making it on a Sunday morning.

Minutes **Management Meeting 14th June 2011**

Moved Geoff Finnerty
Seconded Fiona Dooley

“That the Management Minutes of 14th June 2011 be received” CARRIED

Matters Arising

The EO advised that all clubs had completed their affiliation updates on the Swimming NZ database by the deadline of the 30th of June.

Moved Geoff Finnerty
Seconded Fiona Dooley

“That the Minutes of the Management Meeting held 14th June 2011, be accepted as a true and correct record”
CARRIED

PORTFOLIO REPORTS

Team Management and Uniforms –Yvonne McDonald

Gold representative polos to be supplied to new NZ Short Course Representatives, Claudia la Hood and Ellice Soper plus a new one for Robert McDonald as now too small

Technical – Barbara Grant

Barbara to follow up with Crosbie to ensure that touch pads are ordered
Jane Morgan now a qualified referee

Trophies and Hospitality – Joka Wiegersma

Nil

Governance – Geoff Finnerty

Nigel deferred to later in the meeting

Coaches and Teachers – Paul Harrington and Geoff Finnerty

HEAD COACHES REPORT – JEREMY DUNCAN

Still waiting on the following requests to be completed

- ✓ Amendments to my contract need to be made
- ✓ Clarify for me the process of communication when selecting a manger for a meet, along with who is involved
- ✓ Clarify the process of selectors deciding annual awards, along with who is involved

Geoff advised that he had had a meeting with Jeremy and indicated that unless there was a major impact on either party it would be unlikely that contract changes would be made but was still waiting on these in writing from Jeremy.

Geoff also advised that any changes in process suggestions from Jeremy should be directed through the management committee via the coach liaison management member.

Geoff to work with Jeremy on what he is reporting about.

Professional Development request received from Jeremy to travel to Auckland for meetings with Sport Science providers. Approved in budget.

Publicity and Profile –Fiona Dooley

Nil

EXECUTIVE OFFICERS REPORT – DAVID PRATTLEY

High Performance Fund

Balance brought forward from previous period	\$47.72
Spent period 14/6/11-12/7/11	\$0
Balance 14/6/11	\$42.72

Due to the ash cloud issues and a subsequent injury Lisa Pankhurst did not travel to the Australian Short Course Championships. Lisa is currently obtaining refunds for travel and accommodation.

Records

Course	Stroke	Dist.	Age	Name	Club	Old Time	New time	Date	Event/Where	Who/Date
Short	Free	400	U14	Hannah Morgan	MKU	4.41.06	4.37.02	18/6/11	Winter Meet 1	R Smith 2/12/06
Short	Back	100	Open	Michael Finlay	OCA	57.66	57.50	3/7/11	Auck Winters	M Finlay 27/9/09
Short	Back	100	Open	Natalie Wieggersma	WAV	1.00.94	1.00.89	9/7/11	Winter Meet 2	N Wieggersma 27/9/09
Short	Free	400	Open	Natalie Wieggersma	WAV	4.14.73	4.14.72	9/7/11	Winter meet 2	J Wieggersma 25/10/08
Short	Back	100	U14	Hannah Morgan	MKU	1.09.27	1.07.45	9/7/11	Winter Meet 2	C Smith 7/9/03

Moved Fiona Dooley
Seconded Yvonne McDonald

“That the records as tabled be ratified” CARRIED

Lisa Catto (HOK) broke a NZ Age Group record (17 years) for the 200 Freestyle at the 2011 Auckland Winter Champs. She set a new time of 2.01.19 breaking Cara Bakers old record of 2.01.91

Nigel to send a letter of acknowledgment to Lisa.

Correspondence

Thank you card from McDonald family

Affiliations

	Administrator	Club Swimmer	COACH	Competitive Swimmer	Learn to Swim	Technical Official	Swim Sth Life Members	Total June 2011	Total June 2010	Difference
Bluff	1	41	2	1	14	0	0	59	54	5

Central Southland Collegiate	2	60	15	10	52	1	2	142	144	2-
Fiordland ASC	6	170	13	11	0	3	0	203	192	11
Hokonui Aquatics	3	81	9	45	2	0	1	141	119	22
Mataura	4	56	9	36	26	0	1	132	132	0
Murihiku	2	33	6	0	23	0	0	64	64	0
Orca	12	24	12	27	147	7	2	231	279	48-
Oreti	3	84	8	37	79	13	4	228	218	10
Riverton	0	0	6	0	59	0	0	65	65	0-
Waiau	0	34	1	0	42	0	0	77	96	19-
Waverley	3	30	6	8	25	1	0	73	91	18-
Total	1	46	2	9	157	0	4	219	230	11-
	37	659	89	184	626	25	14	1634	1684	50-

AGM

Annual Report distributed 1/7/11.
Awaiting returns from some clubs.

FINANCIAL REPORT – DAVID PRATTLEY

Accounts for Payment (SBS)

Name	Date	Description	Cheque	Amount
Geoff Horrell	15/6/11	Rep Photos	111452	\$1458.00
UniformNZ	15/6/11	Uniforms	111453	\$81.05
NZSCTA	18/6/11	Split Pads	111454	\$82.50
IVS Gore	18/6/11	Printer Cartridge	111455	\$71.15
Travelcard	20/6/11	Travel	DD	\$1135.00
H2O Dreams	20/6/11	June Fees	DD	\$3354.17
Sport Southland	20/6/11	Sports Awards Tickets	111456	\$795.00
Swimming Auckland	20/6/11	Entry Fees	111457	\$437.10
ICC	23/6/11	Pool Hire	111458	\$451.20
Travel Account	23/6/11	Transfer Fund to Travel a/c	111459	\$2000.00
Aquazone	23/6/11		111460	\$118.96
David Prattley	28/6/11	Wages	DD	\$1097.96
Oscar van Stekelenborg	28/6/11	Wages	DD	\$759.30
David Prattley	28/6/11	Reimb Penguin Squad Caps	111461	\$1084.04
Southern OPD	7/7/11	Stationery Paper Postage	111462	\$238.79
Woodlands School	7/7/11	Credit Balance Refund	111463	\$76.50
Queenstown Swimming	7/7/11	Credit Balance Refund	111464	\$16.00
Collegiate Swimming	7/7/11	Credit Balance Refund	111465	\$75.00
Usave Car Rental	7/7/11	Div 2 Rental Van	111466	\$698.00
IRD	7/7/11	PAYE & Kiwisaver	111467	\$955.54
Cleveland Motel	7/7/11	Div 2 Accommodation	111468	\$3120.00
Gore District Council	7/7/11	Photocopying Annual report	111469	\$864.30
Aquazone Swimming	7/7/11	Telephone & Internet Reimb	111470	\$55.24
Troy Tomlins	8/7/11	Swimmer of Meet Award	111471	\$30.00
Shaun Grant	8/7/11	Winter meet 1 Award	111472	\$20.00
David Prattley	12/7/11	Wages	DD	\$1097.96

Oscar van Stekelenborg	12/7/11	Wages	DD	\$759.30
Total				\$20932.06

Accounts for Payment (Westpac Travel Account)

Name	Date	Description	Cheque	Amount
Donald Buckley	22/6/11	Rep Photo Framing	Eft	\$263.60
Mitre 10	28/6/11	Rep Photo R & M	Eft	\$3.98
Total				\$267.58

Moved Geoff Finnerty
Seconded Fiona Dooley

"That the accounts as tabled be approved for payment" CARRIED

SBS Star Account Summary of Transactions

Opening Balance 14/6/11		\$32604.82
Plus Deposits		
Deposits	\$5731.90	
Less Payments		
Payments (Cheques and Direct Debits)	\$20932.06	
Plus Interest Received		\$
Less Account Fees		\$
Balance as at 12/7/11		\$17404.66

Westpac Travel Account Summary of Transactions

Opening Balance 14/6/11		\$347.44
Plus		
Transfers In from Current Account	\$200000	
Less		
Eftpos Transactions	\$267.58	
Balance as at 12/7/11		\$2079.86

SBS Term Deposit Account Summary of Transactions

Opening Balance 24/5/11		\$9971.33Cr
24/8/11 Quarterly Interest	\$115.61	
24/11/10 Quarterly Interest	\$116.95	
24/2/12 Quarterly Interest	\$118.31	
24/5/12 Quarterly Interest	\$117.08	
Balance as at 24/5/12		\$10439.28Cr
Invested for 12 months @ 4.60% maturing 24/05/2012 (Interest paid quarterly)		

SBS Term Deposit Account Summary of Transactions

Opening Balance 22/6/11		\$26919.44Cr
22/09/11 Interest	\$237.46	
Balance as at 22/9/11		\$27156.90 Cr
Invested for 3 months @ 3.50% maturing 22/09/2011 (Interest paid on maturity)		

Debtors

Aged Balance Summary
12/7/11

Current	30 days	60 days	90 days	Total
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Bluff	416.50		416.50
Central Southland	302.00		302.00
Collegiate	1261.00		1261.00
Fiordland	302.00		302.00
Hokonui Aquatics	5172.30		5172.30
Mataura	302.00		302.00
Murihiku	4742.70		4742.70
Orca	6030.60	92.00	6030.60
Oreti	302.00		302.00
Riverton	302.00		302.00
Waiau	302.00		302.00
Waverley	1034.00		1034.00
H2O Dreams		60.71	60.71
SS Fundraising		327.54	327.54
Queenstown Swimming Club	88.00		88.00
	20557.10	92.00	21037.35

Note 1

Executive Officers Monthly Costs – Telecom

Total	\$106.16
50%	\$53.08
Plus Tolls	\$2.16
Total	\$55.24

VARIATIONS TO BUDGET EXPLANATIONS

- **Revenue**

No major revenue differences to date

- **Expenditure**

Unbudgeted complimentary tickets for Sports Awards \$115

Unbudgeted expenditure for Penguin Squad expenses \$600

- **Other Revenue and Expenses**

NIL

- **Total**

Net Profit now reforecast to \$3541

Balance Sheets Comparison as at 30/6/11

Assets	30/6/11	30/6/10
SBS Bank Star Account	21590.19	36879.22
Westpac Trust Travel A/c	2079.86	698.08
SBS Bank Term Deposit	9971.34	9455.25
SBS Bank Term Deposit	26917.57	25595.63
Accounts Receivable	12888.45	2398.00
Prepayments	641.00	
Equipment	3789.06	4206.26

Total Assets	<u>77877.47</u>	<u>79332.44</u>
<u>Liabilities</u>		
Accounts Payable	55.24	
Affiliations Due		
Tax Payable	886.22	1063.26
Income in Advance		
Accruals		
Other Current Liabilities	328.55	328.55
Total Liabilities	1270.01	1391.81
Net Assets	76607.46	77940.63
<u>Equity</u>		
Opening Balance	62256.70	62256.70
Retained Earnings	25344.52	23697.41
Net Income	-10993.76	-8013.48
Total Equity	76607.46	77940.63

DEVELOPMENT OFFICERS REPORT – OSCAR VAN STEKELENBORG

School visitations were continued with the following schools visited, Rimu, Seventh Day Adventist, SBHS, Fernwood and Salford .These visits I feel have been of value not as a purely talent ID option but as educational opportunity available to the teachers involved in teaching these classes. Next term I will visit the schools involved in that term swimming to sell the Swimming NZ Swimsafe programme and to make them aware of the services I can offer them.

Friday 10 June at 4.30pm kicked off our first coaching session with the Grassroots Penguin squad. Thirty two young hopefuls took part and were very keen and I think they enjoyed the opportunity These sessions are designed to improve the skill level of these swimmers . Many thanks to management for providing funding for t/shirts/caps and the cost of lane hire and Jeremy Duncan of H20Dreams for the offer of a term of swimming with his company

On Wednesday 8th June I attended a meeting called by Sport Southland to discuss a formation of a coaching network to support local coaches in the Southland area. From this meeting I was asked to join a coaches steering group to investigate the concept.

Nigel asked that a survey sheet be put together for schools for feedback on performance and value of Development Officer. This can be used for performance review and funding.

Barbara happy to put together with Oscar's input.

The committee asked the EO to give the DO feedback on his performance. EO to action

GENERAL

Thanks to Waverley Swimming Club for photo of Natalie Wiegersma to be hung in Commonwealth Games wall in foyer of Splash Palace. Fiona Dooley requested that her photo be taken down as shouldn't be there. EO to action.

Nigel congratulated our award nominees at Sports Awards and to John Sutton on receiving the services to sport award. He also was concerned about some of the comments at the awards by the Sport Southland CEO regarding funding.

Barbara Grant asked for update on Masters trailer. EO had not had any feedback

Yvonne McDonald raised a concern from Collegiate that the Collegiate meet had been taken off the calendar and replaced with Southland Champs. The EO advised that he was of the understanding at the 2010 AGM that Collegiate were happy with Southland Champs moving and they would find another date. He had not heard from anyone. Yvonne to go back to Collegiate committee with options.



Barbara Grant commented on one-club sub committee and felt that Vanguard needed to sort itself then something could go out to clubs.

Moved Nigel Soper

Seconded Barbara Grant

"That the meeting move "in committee" CARRIED

The meeting moved in committee at 10.00am

The meeting moved out of committee at 10.40am

The committee resolved that a delegates meeting will be called to outline Swimming Southland position on Project Vanguard and seek a mandate from the clubs to act in the best interest of Swimming Southland.

Meeting Closed 10.45am

Chairperson's Signature: _____

Date: _____

Next Meeting: Tuesday 16/8/11 6.30pm Splash Palace