



MINUTES: Of the Management Committee of Swimming Southland

Held Monday 23rd of November 2009
Venue Splash Palace - Invercargill
Start Time 7.30pm

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

In Attendance David Prattley Executive Officer

Welcome Chairperson, Nigel Soper welcomed all management members to the meeting.

Apologies NIL

Minutes Management Meeting 19th October 2009

Moved Fiona Dooley
Seconded Yvonne McDonald

"That the Management Minutes of 19th October 2009 be received"
CARRIED

Matters Arising

Moved Joka Wiegiersma
Seconded Fiona Dooley

"That the Minutes of the Management Meeting held 19th October 2009, be accepted as a true and correct record" CARRIED

Lyn Sutherland joined the meeting at 7.45pm

Lyn tabled her recommendations for the formation of a Southland Technical committee and outlined the reasons and roles within the committee and advised that she would assist with the implementation of the committee.

Lyn left the meeting at 8.10pm

The management committee all agreed that the technical committee was required. Barbara Grant offered to act as the convenor of Officials and the Executive Officer to contact Lyn and advise with Barbara & Lyn to meet.

Executive Officers Report – David Prattley

The executive officers November report was tabled for discussion:

Swim Sport/Recorder

Request to swim outside region approved for Cromwell Spring meet



Ellice Soper, Emily Joyce (COL), Holly Pierce, Katie Grant, Lucy Pierce, Maggie Harrington (OCA), Mitchell Holden, Matthew Shields (MKU)
 Kiwi Challenge Meet
 Ellice Soper, Felecity Soper (Collegiate), Harriet Grant, Katie Grant, Samantha Grant (OCA)

High Performance Fund

Balance Fund 19/10/09	\$ 1171.94
Spent Period 19/10/09 – 16/11/09	<u>\$129.78</u>
Carried Forward to next period	<u>\$ 1042.16</u>

Coaches Share of Minivan hire Queensland States \$129.78

Records

45	LC	Free	50	OW	Natalie Wiegiersma	WAV	27.59	27.44	23/10/09
46	LC	Free	50	OW	Natalie Wiegiersma	WAV	27.44	26.95	23/10/09
47	LC	Breast	100	OW	Natalie Wiegiersma	WAV	1.14.93	1.13.58	23/10/09
48	LC	Free	100	OW	Natalie Wiegiersma	WAV	58.47	58.30	14/11/09
49	LC	Free	100	U14	April Miller	HOK	1.03.40	1.03.17	14/11/09

Moved Yvonne McDonald
 Seconded Barbara Grant

“That the records 45-49 be ratified” CARRIED

Accommodation & Travel

Correspondence

SBS Bank - Recommendations for banking package
The EO outlined the banking package available from SBS Bank and the sponsorship support that open water swimming was receiving from this company. The meeting agreed that the potential for sponsorship and the Star banking package was superior to the current bank,

Moved Nigel Soper
 Seconded Yvonne McDonald

“That Swimming Southland transfer banking arrangements to SBS Bank” CARRIED

EO to action

Swimming NZ - Tri Series Tour selection and costings
 FINA - List of 2010 Approved Swimsuits
The management committee asked that the EO go to Swimming NZ to get their input on the wording for competition rules for swimsuits. Failing that to research other organisations and make a recommendation at the next meeting.

Swimming NZ - Proposed changes to NZ Short Course Champs
The management committee agreed the concept was good but Swimming Southland to forward the following submission to Swimming NZ
 - **Timing of Open event with swimmers education (exams)**



- **Overhead cost of running an additional meet for all stake holders (Swimming NZ , Regions and clubs)**
- **The valuable experience that Age Group swimmers get from competing with open swimmers**

EO to action

- | | |
|-------------------|--------------------------------|
| Hokonui Aquatics | - Advice regarding MLT funding |
| Sport Southland | - RSO Survey re Kiwisport |
| Swimming NZ | - Staffing realignment |
| Academy Southland | - Call for 2010 Nominations |

The EO advised that he had received the nomination forms from the Academy and had consulted with the selectors as to whom to forward the applications to. The following athletes were asked to apply: Michael Finlay, Lisa Pankhurst and Lisa Catto.

The applications have been received back and required endorsement by Swimming Southland along with ranking of athletes and probability of representing NZ at Open level.

The EO advised that it was the management committee's decision on the rankings and probability.

After general discussion Nigel Soper made the following ranking recommendation: Lisa Catto, Michael Finlay, Lisa Pankhurst with all athletes having a good chance of making NZ Open representation. The management committee agreed and Yvonne McDonald offered to deliver the applications to Sport Southland.

Gear/Pool Liaison

I have proceeded with the purchase of the new laptop that was approved in Nov 2008. I have also upgraded the current Meet manager programme to the latest version. This will hopefully all be in place for the Murihiku meet on Saturday and I will be able to give a report.

With the ongoing unreliability of the touch pads I have made contact with Monstavisision in Auckland who are the Daktronics agents in NZ. I am currently supplying what we currently have as far as equipment and then they will be able to recommend the best options with some pricing. We can then meet with Crosbie to discuss further.

Registrar

Funding

Further to the request at the last meeting I have detailed below the swimmer recognition awards that were passed at

Swimmer Recognition Awards (Motion passed in 2004)

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

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, Tri Series Tour as well as making sure the dollar amounts are appropriate.

Nigel asked that user pays costings be investigated with Swimming NZ. EO to action. EO advised there are now other opportunities for NZ selection, like Uni Games, Tri Series, Age Group Development Camps etc and would include those in report.



Confirmation received from ILT and ILT Foundation for funding totalling \$100K. At the meeting Nigel and I had with Greg Mulvey he flagged that the board were seriously looking at all development and admin positions they funded for the future and asked us about consolidation of roles. They were very happy with Swimming Southlands performance and thanked us for the continued use of their facilities. They asked us wherever possible to include the ILT in any public announcements.

Publicity/Promotion

We are continuing to get very good publicity in the Southland Times thanks to Jeremy. He has been seeking out stories and people of interest and is doing a fantastic job.

Website

Now that we have the latest version of meet manager I believe that we can upload results to the website in real time. I will discuss with Edward and Barbara with the view to getting this in place for Southland Champs.

Finance Report – David Prattley

Accounts for Payment

Name	Date	Description	Cheque	Amount
Aidan Withington	20/10/09	Wages	DD	\$733.03
David Prattley	20/10/09	Wages	DD	1086.39
Eziweb	20/10/09	Website Hosting Fee	180935	\$150.00
Creative Screen Print	20/10/09	Uniforms	180936	\$90.00
H2O Dreams	21/10/09	Oct Fees	DD	2910.94
ICC	26/10/09	Pool Hire	180937	3726.90
Aquazone Swimming	31/10/09	Telephone & Internet	180938	\$56.39
Konica Minolta	31/10/09	Photocopier Charges	180939	\$72.56
Southern OPD	31/10/09	Stationery	180940	\$8.16
IRD	1/11/09	PAYE	180941	\$822.68
Aidan Withington	3/11/09	Wages	DD	\$733.03
David Prattley	3/11/09	Wages	DD	1086.39
Swimming NZ	8/11/09	FINA Handbooks	180942	\$400.00
Southern OPD	8/11/09	Handbooks & Stationery	180943	\$763.91
Emblems NZ	9/11/09	Sth Champs Medals	180944	1830.94
Swimming NZ	9/11/09	Club & Swimmer Affiliations	180945	8160.00
Craigs	13/11/09	Tech Officials DVDs	180946	\$22.41
Jacques & Topping	13/11/09	Van Hire Queensland (HP Fund)	180947	\$146.00
Aidan Withington	17/11/09	Wages	DD	\$733.03
David Prattley	17/11/09	Wages	DD	1086.39
Papamoa Beach Top 10	19/11/09	Deposit Accom NZ Open Short	180948	\$676.00
Aquazone Swimming	19/11/09	Meet Manager Upgrade etc	180949	\$999.04
H2O Dreams	20/11/09	Oct Fees	DD	2910.94
Total				\$29205.13

Current Account Summary of Transactions			
Opening Balance 19/10/09			\$5145.87CR
Plus Transfers In and Deposits			
Transfers in	\$10000.00		
Deposits	\$105270.57		
Less Transfers Out and Payments			
Transfers out	\$90700.00		
Payments (Cheques and Direct Debits)	\$29205.13		
Plus Interest Received	\$4.73		
Less Account Fees	\$		
Balance as at 20/11/09			\$516.04CR



On Line Savings Account Summary of Transactions		
Opening Balance 19/10/09		\$25562.05Cr
Plus Transfers In from Current Account	\$90000.00	
Less Transfers Out to Current Account	\$10000.00	
Plus Interest Received	\$39.23	
Balance as at 20/11/09		\$105601.28Cr

Travel Account Summary of Transactions		
Opening Balance 19/10/09		\$1340.47 Cr
Plus Transfers In from Current Account	\$700.00	
Less		
NZ Post	Postage Paid Envelopes	\$46.00
Smith City	Acer Laptop	\$1460.00
Swimming Queensland	Entry Fees	\$376.59
Balance as at 20/11/09		\$157.88CR

Westpac Term Deposit Account Summary of Transactions		
Opening Balance 19/10/09		\$10000.00Cr
Balance as at 20/11/09		\$10000.00Cr
Invested for 90 Days @ 3.75% maturing 10/12/2009 (Interest paid on maturity)		

SBS Term Deposit Account Summary of Transactions		
Opening Balance 19/10/09		\$9030.26Cr
Balance as at 20/11/09		\$9030.26Cr
Invested for 12 months @ 4.60% maturing 24/05/2010 (Interest paid quarterly)		

Debtors

**Aged Balance Summary
20/11/09**

	Current	30 days	60 days	90 days	Total
Bluff Swimming Club	377.50				377.50
Central Southland Swimming Club	493.00				493.00
Collegiate Swimming Club	75.50				75.50
Fiordland Amateur Swimming Club	1585.50				1585.50
Hokonui Aquatics	271.00				271.00
Mataura Swimming Club					
Murihiku Swimming Club	172.00				172.00



Orca Swimming Club	295.50	30.00	325.50
Oreti Swimming Club			
Riverton Swimming Club			
Waiau Swimming Club	588.50		588.50
Waverley Swimming Club			
Adam & Robert McDonald	109.35		109.35
Natalie Wiegersma	72.90		72.90
Lisa Catto	85.05		85.05
Lisa Pankhurst	48.60		48.60
Michael Finlay	60.75		60.75
	4235.15	30.00	4265.15

Note 1

Executive Officers Monthly Costs – Telecom

Homeline plus wire maintenance	\$47.55
Xtra Broadband	\$51.55
Total	\$99.10
50%	\$49.55
Plus Tolls	\$6.84
Total	\$56.39

Note 2

Actual YTD result to 31/10/09 plus revised forecasted position to 30/4/2010 attached. This is in expanded format as well.

Moved Yvonne McDonald
Seconded Fiona Dooley

“That the accounts for payment as tabled be approved” CARRIED

Head Coaches Report – Jeremy Duncan

The head coach advised that he had nothing to report.

Development Officers Report – Aidan Withington

School Hours Sept 32
School Hours Oct 18

Clubs

All town clubs have been visited during Oct. All head coaches have been given information about the new club swimming levels. I have had good feedback about this from most of the clubs. Session plans have also been given to the head coaches.

Training days for the new levels will start in 2010.

All country clubs have been emailed and asked if they want a development officer visit or weekend clinic. I have had feedback from Fiordland, Waiau and Riverton.



I ran a clinic in Te Anau on the 31st of October and 1st of November where we were able to work with their swimming teachers and help train them.

Portfolios

Team Management – Shona Tomlins

NIL

Uniforms – Yvonne McDonald

NIL

Technical – Barbara Grant

NIL

Selectors – Fiona Dooley

NIL

Trophy – Joka Wiegersma

NIL

Hospitality – Shona Tomlins, Joka Wiegersma

NIL

Governance – Nigel Soper

NIL

Coaches and Teachers – Nigel Soper

NIL

General

Due to time constraints with the meeting room all portfolio reports and general business were carried over with the agreement that anything urgent would be circulated for comment and agreement.

Meeting Closed 9.15pm

Chairperson’s Signature: _____

Date: _____

Next Meeting: 14/11/09