

MINUTES: Of the Management Committee of Swimming Southland

Held Thursday 16th of November 2010
Venue Splash Palace - Invercargill
Start Time 6.30pm

Present Nigel Soper (Chair), Joka Wiegiersma, Barbara Grant, Jane Fisher, Paul Harrington

In Attendance David Prattley (Executive Officer),

Apologies Yvonne McDonald, Geoff Finnerty (for lateness)

Moved Paul Harrington
Seconded Joka Wiegiersma

“That the apologies be sustained” CARRIED

Welcome Nigel welcomed all members to the meeting

Minutes **Management Meeting 14th October 2010**

Moved Barbara Grant
Seconded Paul Harrington

“That the Management Minutes of 14th October 2010 be received” CARRIED

Matters Arising **NIL**

Moved Jane Fisher
Seconded Joka Wiegiersma

“That the Minutes of the Management Meeting held 14th October 2010, be accepted as a true and correct record”
 CARRIED

Executive Officers Report – David Prattley

Swim Sport

NZ 5KM Pool Championships

Lisa Catto and April Miller (Hokonui) competed in the NZ 5km Pool Championships on the 31/10/10. Lisa finished with a bronze medal in the 16/17 year female in a time of 1hr 4min 53.12 seconds (just missed the silver by 1 second) and April finished 6th in the 13-15 year female in a time of 1hr 10 min 55.79 seconds. This is the first year the event has been held and attracted approximately 60 competitors at three venues (Dunedin, Wellington and Auckland). These two swimmers along with Bradley Catto & I attended a session at the flume with two Kaiapoi swimmers (Natasha Lloyd and George Eglesfield) and the Kaiapoi coach Brigitte Mahan on Saturday the 30th of October prior to the Champs.

Approval to swim outside the province

Permission granted to Taylor Holden (MKU), Megan Horne (COL), Emily Joyce (COL), Olivia Tauwhare (COL), Olivia Thornbury (OCA), Sam Thornbury (OCA) to swim at the Cromwell spring carnival on Saturday the 6th of November.

Permission granted to Lisa Catto, Bradley Catto, April Miller and Ashleigh Kirk (all HOK) to swim at the 2010 Auckland Age Group Championships from the 9th to the 11th of December 2010

Permission granted to Ellice Soper (COL), Michael Finlay (OCA), Andrew Bester (OCA) Natalie Wiegiersma (WAV), Hannah Morgan (MKU), Josh Hamilton (MKU), Adam McDonald (COL), Robert McDonald (COL), Lisa Pankhurst (COL) to attend the 2010 Queensland State Championship from the 11th to the 17th of December 2010. Swimming NZ approval has also been sought (and received) to swim outside the country.

Southland Team Head Coach Appointments

Jeremy has submitted the following recommendations for Southland Team Head Coach positions for the 2011 National and South Island competitions.

- NZ Juniors, Wellington, 19th & 20th February 2011 – Oscar van Stekelenborg
- South Island Country and Town Competition, Greymouth, 26th & 27th February 2011 – David Prattley
- NZ Age Groups, Wellington, Wellington, 1st – 5th March 2011 – Oscar van Stekelenborg
- NZ Age Groups Div 2, Christchurch, 16th-19th March 2011 – David Prattley
- NZ Open Champs, Auckland, 3rd-8th April 2011 – Jeremy Duncan

As the South Island Country & Town team will be quite large I took the opportunity to contact Pam Turnbull from Te Anau to see if she would be willing to act as an assistant coach. Pam coaches the competitive swimmers in Te Anau and is a former NZ representative at the 1990 Commonwealth Games in Auckland. She is very keen so I am seeking your endorsement of her appointment.

I am also seeking permission to attend the NZ Age Group Champs and NZ Open Champs as part of the Southland team but at my own cost.

If these are adopted by the committee I want to seek permission to leave the South Island Country & Town team in Greymouth (at the conclusion of the meet) to travel to Wellington for the NZ Age Group Champs.

Moved **Joka Wiegersma**
 Seconded **Nigel Soper**
“That the head coach recommendations as submitted be approved” CARRIED

The Assistant coach for the SICT team and the travel arrangements for David Prattley were endorsed by the committee.

Paul Harrington asked David for a breakdown of his costs to travel.

2011 Calendar

This will need to be completely reworked to avoid clashes with RWC games in Invercargill, School holiday changes and Swimming NZ date changes.

Splash Palace has advised that the pool will be closed on the days of the games (10th September and 17th of September) and possibly the days either side as well.

Geoff Finnerty arrived at 7.15pm

The Committee asked the EO to communicate with Swimming Otago and the Alexandra Swimming club our desire to run Southland Champs on the first weekend of December 2011.

Hokonui Sprints 2010

This meet set down for the 18/9/10 had to be postponed because of the snow. The club now wishes to reschedule for Saturday the 5th of February 2011 and seeks the management committees approval.

Southland Open Water Swimming Series

I have finalised details for this event and it is set down to start in Gore on Saturday the 27th of November which is the same day as the Swimming Southland Age Group meet in Gore.

High Performance Fund

Balance Fund 14/10/10	\$ 3580.95
Spent Period 14/10/10 – 31/11/10	\$ 964.35
Carried Forward to next period (2010.2011)	\$ 2616.60

This expenditure relates to:

Auckland Open Champs – Coach Airfares	\$298.26
NSW Champs – Coach Airfares	\$666.09

Total \$964.35

A full breakdown of the total expenditure is included for the year ending 31/10/10

Records

Course	Stroke	Dist.	Age	Name	Club	Old Time	New time	Date	Event/Where	Who/Date
No records broken for the period										

Correspondence

Sport Southland – 2011 Academy Intake (info forwarded eligible candidates)
 Cathy Hemsworth – Project Vanguard workshop 23/11/10 (invites sent to all clubs and life members)
EO to send reminder out to all clubs

Funding

Nigel and I met with Greg Mulvey (ILT General Manager) and Anne Eustace (ILT Foundation) on Wednesday the 3rd of November. The meeting highlighted the financial pressure the trust and foundation are under and that the expectation we should have on funding should only be the same as last year. Any additional funding will require a very good case. They spoke about their concern that NSOs are not filtering funding to the Southland region because they see the ILT in place and the regional funding can be received from it. We must fight for any national funding and not rely on the ILT solely. We have been asked to provide information on the community benefit of funding for the professional coach. Nigel informed the meeting about the research that Jeremy had done with fees against other programmes in NZ. We are asked to provide this information. We also spoke about the Development Officers role and new job description and they have asked for this to be forwarded to them as well. Finally I laid out the High Performance fund and eligible athletes. They wanted to ensure that the scholarships were separate and I also informed them about our national team selection award policy. They have asked for a copy of this. The application will go before the board at their meeting on Thursday the 18th of November.

General

I am seeking the following annual leave during November, December and January.
 2 days on Monday the 22nd and Tuesday the 23rd of November. This is the same day as the Project Vanguard meeting but I have been asked to attend a Triathlon NZ camp with Aaron Barclay.
 2 days annual leave on Thursday the 9th and Friday the 10th of December to attend Auckland Age Group Champs.
 3 days annual leave from Wednesday 29/12/10 to Friday 31/12/10.
 6 days annual leave from Friday 7/1/11 to Friday 14/1/11 to attend my squad camp in Queenstown.
 Total leave equals 13 days.

The committee asked the EO to make arrangements for disposal of the photocopier which is no longer currently used.

Finance Report – David Prattley

Accounts for Payment (SBS)

Name	Date	Description	Cheque	Amount
David Prattley	19/10/10	Wages	DD	\$1153.42
Swimming NZ	19/10/10	Entry Fees 5KM Pool Champs	111299	\$45.00
H2O Dreams	20/10/10	October Fees	DD	\$2910.94
Swimming NZ	20/10/10	Affiliation Fees	111303	\$6270.00
ICC	22/10/10	Photocopying	111300	\$74.00
Jacques & Topping	22/10/10	HP Fund Airfares	111301	\$1109.00
Eagles & Redpath	29/10/10	Legal Fees (Coach contract)	111302	\$464.25
Aquazone Swimming	31/10/10	Telephone & Internet Reimb	111304	\$49.51 (Note 1)
David Prattley	2/11/10	Wages	DD	\$1153.42
IRD	4/11/10	PAYE	111305	\$466.24
Travelcard	4/11/10	Travel	111306	\$661.01
Southern OPD	8/11/10	Printer Cartridge & Paper	111307	\$179.93
H2O Dreams	8/11/10	October Fee Adj	111308	\$443.23

Aquazone Swimming	11/11/10	Petrol Vouchers Kym Kerr	111309	\$30.00
Marsh Ltd	11/11/10	Insurance Premiums	111310	\$1364.87
Total				\$16374.82

Accounts for Payment (Westpac Travel Account)

Name	Date	Description	Cheque	Amount
Total				0.00

Moved Paul Harrington
 Seconded Geoff Finnerty
 "That the accounts for payment as tabled be approved for payment" CARRIED

SBS Star Account Summary of Transactions			
Opening Balance 14/10/10			\$16147.95CR
Plus Deposits			
Deposits		\$9401.46	
Less Payments			
Payments (Cheques and Direct Debits)		\$16374.82	
Plus Interest Received		\$0.00	
Less Account Fees		\$0.00	
Balance as at 16/11/10			\$9174.59 CR

Westpac Travel Account Summary of Transactions			
Opening Balance 14/10/10			\$33.22CR
Plus			
Transfers In from Current Account		\$0.00	
Less			
Eftpos Transactions		\$0.00	
Balance as at 16/11/10			\$33.22CR

SBS Term Deposit Account Summary of Transactions			
Opening Balance 24/5/10			\$9455.24Cr
24/8/10 Quarterly Interest		\$127.50	
24/11/10 Quarterly Interest		\$129.22	
24/2/11 Quarterly Interest		\$130.97	
24/5/11 Quarterly Interest		\$128.40	
Balance as at 24/5/11			\$9971.33Cr
Invested for 12 months @ 5.35% maturing 24/05/2011 (Interest paid quarterly)			

SBS Term Deposit Account Summary of Transactions			
Opening Balance 22/06/10			\$25595.63Cr
22/12/10 Interest		\$641.64	
Balance as at 22/12/10			\$26237.27CR
Invested for 6 months @ 5.00% maturing 22/12/2010 (Interest paid on maturity)			

Debtors

Aged Balance Summary
16/11/10

	Current	30 days	60 days	90 days	Total
Bluff	57.50		295.00		352.50
Central Southland	902.50				902.50
Collegiate	5.88				5.88
Fiordland	1123.50				1123.50
Hokonui Aquatics	1157.95				1157.95
Mataura	57.50				
Murihiku	302.58				302.58
Orca	833.04				833.04
Oreti	57.50		295.00		352.50
Riverton	57.50				57.50
Waiau	600.50				600.50
Waverley	57.50				57.50
SS Fundraising	1116.99				1116.99
	6330.44		590.00		6920.44

Note 1

Executive Officers Monthly Costs – Telecom

Homeline plus wire maintenance	\$47.53
Xtra Broadband	\$47.53
Total	\$95.06
50%	\$47.53
Plus Tolls	\$1.98
Total	\$49.51

Note 2

Actual YTD result to 31/10/10 as compared to budget was tabled. This is in expanded format as well.

VARIATIONS TO BUDGET EXPLANATIONS

- Revenue

Carnival Entries have been down across all meets for 2010 so I have reflected this in the entry (-19%) and programme revenue (-31%)

The ILT have indicated at the meeting with Nigel and I that no organisation will receive additional funding in the foreseeable future due to their operating pressure. I have reduced the revenue stream in accordance with this information

Affiliated competitive swimmer numbers are down with the corresponding period in 2009 so I have made an adjustment down for the season of 16%

- Expenditure

As indicated the affiliation fees are down and so to will be the corresponding payment to Swimming NZ.

General Expenses increased by \$328 over budget and this relates to meeting costs for the Swimming NZ meeting (Mike Byrne) and the costs for the farewell for Natalie and Jeremy.

Gifts increased by \$278 over budget and this relates to Aidan's farewell.

R & M increased by \$315 over budget and this was repairs to the Development Officers laptop.

Meeting Travel has increased \$1056 over budget and this is travel to the extra meetings that Nigel attended in Wellington for Swimming NZ.

Development Officer costs are back \$8056 because no appointment made until November but budgeted for full year.

New Professional coach contract results in savings of \$6045.81 this financial year. I have allowed for \$500 worth of expenses for the "Swim Development Camp" that is part of the contract.

NZ Short Course Open additional costs due to change of venue.

- **Other Revenue and Expenses**

Unbudgeted net revenue totalling \$2083 received from the hosting of the South Island Secondary School Swimming Champs in July.

- **Total**

Net Profit forecast to end of April 2011 now \$3735 against budget of -\$1495

Balance Sheets Comparison as at 31/10/10

<u>Assets</u>	31/10/10	31/10/09
Westpac Trust Current Account		-56.77
Westpac Trust Online Saver		24601.28
SBS Bank Star Account	6576.49	
Westpac Trust Travel A/c	33.22	1340.47
SBS Bank Term Deposit	9585.75	9135.57
SBS Bank Term Deposit	25595.63	10000.00
Accounts Receivable	10050.34	1617.07
Prepayments		
Equipment	4206.26	5403.48
Total Assets	56044.69	52041.10
<u>Liabilities</u>		
Accounts Payable		
Tax Payable	-1491.50	1134.77
Income in Advance		
Accruals		
Other Current Liabilities	328.55	328.55
Total Liabilities	-1162.95	1463.32
Net Assets	57207.64	50577.78

Equity		
Opening Balance	62256.70	62256.70
Retained Earnings	23697.41	3872.35
Net Income	-28746.47	-15551.27
Total Equity	57207.64	50577.78

Head Coaches Report – Jeremy Duncan

Queensland Championship Update

All is progressing well with Flights accommodation and transport organised, entries are next on the list. Vicki Finlay will be travelling as manager and has done a fantastic job thus far at getting information out.

Initially a number of parents wished to travel accommodate with the team, upon explaining that we are developing these younger swimmers coping and independence while away at meets such this, to give them the skills when they are older and at higher level meets these parents have chosen to stay separately to allow there child to learn these skills.

Parents are more than welcome to travel with their children and stay separately away from the team. To reiterate my point in my previous reports coaching services will only be provided to those who accommodate with the team.

January Camp

Currently we are running a camp for the Age Group and Rising Star squads in Oamaru. We had a deadline of Friday this week to get specifics out however a change in accommodation has put this back. We will get the information out as soon as we have sorted this minor hitch.

H2O Dreams Term 4 2010

Please read below the numbers of new swimmers into the competitive programme, and who fed from. Of note the town club swimmer. This is the first person we have had straight from the club into the competitive programme at an age and skill level which we can progress, since the conception of the pathway programme.

Source	Units
Pathway Programme	5
Orca	0
Murihiku	0
Waverley	1
Collegiate	0
Oreti	0
Country Clubs	1

We have lost 2 swimmers from our development programme; they are still swimming and competing for their clubs. We have had 1 swimmer return from the fitness squad back into the Age Group squad for the summer season.

Development Officers Report

NIL (new appointment Oscar van Stekelenborg commenced 16/11/10)

Yvonne McDonald arrived at 7.35pm

Portfolio Reports

Team Management and Uniforms – Yvonne McDonald & Jane Fisher

Gold Tee Shirts approved for Chloe Harris and Thomas Keneally even though they didn't attend SCAGS but they had indicated they would until venue changed.

Applications have arrived for all teams. Yvonne and Jane to make appointments within the next month.

Technical – Barbara Grant & Jane Fisher

I attended the Regional Officials Forum in Wellington on October 16th.

It was good to hear what the other regions are doing. I felt we were doing as well as most regions and probably better with the training of our officials. We are extremely fortunate to have Lyn Sutherland training our officials. Some regions really struggle with training.

The retention of officials is a big concern of all regions with varying theories on how to keep them in the sport. Feeding officials well was a popular option. Getting families involved as soon as possible was also stressed.

Wellington uses a Winter Swim series, similar to our Winter league Meets, to train officials. They man the meets with unqualified officials and they work towards being qualified by Wellington Champs in the next January. An interesting idea but I don't think we would get enough new officials to do this.

One region has received funding (\$10000) which will allow them to subsidise officials to travel to National and International meets. It would be beneficial to try and secure funding for Southland officials.

I think it is important that we send 2 representatives next year.

Jane Fisher

Timing Pads underway with Crosbie.

Requirement to forward a letter to Crosbie with formal request due to sensitivity of pads, spectator friendly, better able to tender for National meets.

EO to action

Trophies and Hospitality – Joka Wiegiersma

Attended the Southland Secondary School Sports awards on behalf of Swimming Southland. Swimming very well represented Medals have been ordered for Southland Champs

Joka advised that she is unavailable on Sunday the 30th of January so will need a replacement. Joka to approach Jodi McLeay Confirm for Waverley Swimming club that the August minutes had numbers transposed for the 50m Breaststroke record for Liam Cullen.

Governance – Geoff Finnerty and Nigel Soper

Geoff reported that the EO had forwarded a very old draft copy of a strategic plan done in 2004.

Need to look at updating.

EO to forward existing draft out to committee.

Coaches and Teachers – Paul Harrington and Geoff Finnerty

Paul advised that communication with H2O Dreams has been very good of late. The new contract approved by email.

Nigel voiced his opposition to the 5 year term

Following on from the email circulated previously around the management committee the following motion was put:

“That the agreement between Swim Southland Inc and H2o Dreams Ltd dated the 21/10/10 be signed under the Swim Southland common seal”

Carried on a majority vote via email 6 for and 2 against.

Nigel Soper asked that his vote against the motion be recorded.

Nigel reported that the employment contract with Oscar was signed last week and he started on the 16/11/10

Geoff Finnerty felt that the appointment was a very positive decision and Barbara Grant who sat on the appointment panel felt that Oscar had interviewed extremely well and was the right person for the position.

Publicity and Profile – Jane Fisher and Fiona Dooley

NIL

General

Nigel Soper reported back from the Swimming New Zealand Special General Meeting. There was division amongst delegates and clubs. The legal interpretation didn't unfold and the vote went through.

Nigel advised that he took the opportunity to meet with CEO and Board Chair about National Swim Safe Advisors just to clarify in person our position and to avoid any misunderstanding



The EO advised that the Swimming New Zealand Awards nominations have been circulated for the 2010 calendar year. The management committee agreed that the selectors should submit the nominations.

EO to organise

Meeting Closed 8.55pm

Chairperson's Signature: _____

Date: _____

Next Meeting: Tuesday 14/12/10 6.30pm Splash Palace