



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

**Held** Wednesday 19th of October 2009  
**Venue** Splash Palace - Invercargill  
**Start Time** 7.45pm

**Present** Nigel Soper (Chair), Joka Wiegersma, Fiona Dooley, Shona Tomlins, Yvonne McDonald

**In Attendance** David Prattley Executive Officer

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

**Apologies** Barbara Grant

**Moved** Fiona Dooley  
**Seconded** Yvonne McDonald

"That the apologies be sustained" CARRIED

**Minutes** **Management Meeting 16th September 2009**

**Moved** Fiona Dooley  
**Seconded** Yvonne McDonald

"That the Management Minutes of 16th September 2009 be received" CARRIED

#### **Matters Arising**

- **Nigel Soper advised that he did not agree with the wording in the minutes regarding the club issues. Any club issues need to be put in writing to the Executive Officer so they can be dealt with by the management committee in a timely and appropriate manner and be able to be reported back to clubs in writing. Meeting agreed.**
- **Nigel advised that he was unable to talk to Jan Cameron at the SNZ AGM as she was not in attendance**

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

"That the Minutes of the Management Meeting held 16th September 2009, be accepted as a true and correct record" CARRIED

## **Executive Officers Report – David Prattley**

The executive officers October report was tabled for discussion:

### **Swim Sport/Recorder**

NIL

### **High Performance Fund**

|                                |                   |
|--------------------------------|-------------------|
| Balance Fund 8/9/09            | \$ 1171.94        |
| Spent Period 8/9/09 – 19/10/09 | \$                |
| Carried Forward to next period | <u>\$ 1171.94</u> |

### **Records**

|    |    |        |     |     |                   |     |         |         |         |        |
|----|----|--------|-----|-----|-------------------|-----|---------|---------|---------|--------|
| 32 | SC | Back   | 100 | OW  | Natalie Wiegersma | WAV | 1.01.33 | 1.00.94 | 27/9/09 | NZ Spr |
| 33 | SC | Back   | 100 | OM  | Michael Finlay    | OCA | 58.53   | 57.66   | 27/9/09 | NZ Spr |
| 34 | SC | Free   | 50  | OM  | Michael Finlay    | OCA | 23.83   | 23.63   | 27/9/09 | NZ Spr |
| 35 | SC | Free   | 100 | OM  | Michael Finlay    | OCA | 51.83   | 51.43   | 28/9/09 | NZ Spr |
| 36 | SC | Free   | 100 | OW  | Natalie Wiegersma | WAV | 55.84   | 55.44   | 28/9/09 | NZ Spr |
| 37 | SC | Back   | 200 | OM  | Richard Harris    | COL | 2.08.75 | 2.07.42 | 28/9/09 | NZ Spr |
| 38 | SC | Back   | 50  | U16 | Aila Tuhua        | COL | 29.03   | 28.92   | 29/9/09 | NZ Spr |
| 39 | SC | Back   | 50  | OM  | Michael Finlay    | OCA | 27.11   | 26.73   | 29/9/09 | NZ Spr |
| 40 | SC | Breast | 100 | OW  | Natalie Wiegersma | WAV | 1.11.15 | 1.09.32 | 29/9/09 | NZ Spr |
| 41 | SC | Free   | 50  | OM  | Michael Finlay    | OCA | 23.63   | 23.55   | 30/9/09 | NZ Spr |
| 42 | SC | Fly    | 100 | OW  | Natalie Wiegersma | WAV | 1.00.17 | 59.59   | 30/9/09 | NZ Spr |
| 43 | SC | IM     | 100 | OM  | Michael Finlay    | OCA | 1.00.29 | 59.32   | 30/9/09 | NZ Spr |
| 44 | SC | Free   | 100 | OM  | Michael Finlay    | OCA | 51.43   | 51.30   | 30/9/09 | NZ Spr |

**Moved**                      **Nigel Soper**  
**Seconded**                **Shona Tomlins**

“That the records 32-44 inclusive be ratified” CARRIED

### **Accommodation & Travel**

Travel and accommodation budgets have been forwarded to clubs.

All travel and accommodation for NZ Juniors, NZ Age Groups, Div 2s and NZ Opens have been finalised. The current qualifiers have been informed of arrangements and asked to purchase air tickets (except Div 2s which is done as a group booking)

**Shona Tomlins raised the issue why NZ Junior team members were booking their own flights when she thought that this had not been approved.**

**EO advised that he was of the understanding that all meets except Div 2s were booked by team members. Meet agreed that this should be the case.**

### **Correspondence**

Andrew Bester – Letter of Thanks

Robert McDonald – Letter of Thanks

Collegiate Swimming Club – Copy of Letter sent to Splash Palace

Swimming NZ – Minutes of AGM, Constitution (circulated)

Lea Tommei – Marshalling Changes



**Meeting discussed issue and agreed that Lea had made some valid points. DQs would be the last resort and the EO was instructed to put together a check list for swimmers of what is expected in the marshalling area.**

NZ Secondary Schools Sport – Event Calendar (incl SI Sec School Swimming Champs)  
Sport Southland – Invitation to Kiwi Sport Meeting 27/10/09

**Aidan Withington to attend. EO to advise SS and Aidan**

Swimming NZ – Project Vanguard meeting with clubs 27/10/09

Sport Southland – Invitation to Annual Public Meeting 20/10/09

Sport Southland – Invitation to Annual Sec School Sports Awards 13/11/09

**Shona Tomlins and Yvonne McDonald to attend. EO to advise the SSSS**

**Gear/Pool Liaison**

NIL

**Registrar**

NIL

**Funding**

Annual Funding to ILT completed. Meeting with ILT General Manager set down for Thursday 22/10/09.

**Publicity/Promotion**

NIL

**Website**

NIL

**Other**

Team Managers reports for South Island Champs and NZ Springs were tabled.

EO to locate the whereabouts of the SI C & T Trophy

Nigel asked that the achievements of Lisa Catto gaining selection to the NZ Tri Series Squad be recognised in writing and the EO to investigate the motion regarding the payments to NZ Reps.

He also verbally congratulated David Prattley on his selection to the coaching position on the NZ Tri Series team.

**Finance Report – David Prattley**

**Accounts for Payment**

| Name                 | Date    | Description                             | Cheque | Amount    |
|----------------------|---------|---|--------|-----------|
| Swimming NZ          | 18/9/09 | Entry Fees NZ Springs                   | 180913 | \$1525.00 |
| ICC                  | 18/9/09 | Photocopying SI Champs                  | 180914 | \$440.04  |
| Swimming Cant        | 18/9/09 | SI Champ Trophy 1/5 <sup>th</sup> share | 180915 | \$34.55   |
| H2O Dreams           | 20/9/09 | Queensland Champs Airfares (HP)         | 180916 | \$500.00  |
| Craigs OPD           | 20/9/09 | Eftpos Rolls                            | 180917 | \$19.00   |
| Collingwood Food     | 20/9/09 | League Meet 3 Food                      | 180918 | \$49.39   |
| Adventure Outfitters | 20/9/09 | Uniforms                                | 180919 | \$79.99   |
| ACC                  | 20/9/09 | ACC Levies                              | 180920 | \$504.39  |
| Aquazone             | 20/9/09 | Envelopes                               | 180921 | \$40.00   |
| H2O Dreams           | 21/9/09 | Coaching Fees                           | DD     | \$2910.94 |
| Aidan Withington     | 22/9/09 | Wages                                   | DD     | \$733.03  |
| David Prattley       | 22/9/09 | Wages                                   | DD     | \$1086.39 |
| ICC                  | 23/9/09 | Pool Hire                               | 180922 | \$537.20  |
| McCallums            | 23/9/09 | Embroidery                              | 180923 | \$5.00    |



|                       |          |                              |        |                   |
|-----------------------|----------|------------------------------|--------|-------------------|
| Aquazone              | 30/9/09  | Telephone (See Note 1)       | 180924 | \$65.30           |
| Creative Screen Print | 30/9/09  | Rep Tops                     | 180925 | \$81.50           |
| IRD                   | 3/10/09  | PAYE                         | 180926 | \$822.68          |
| Aquazone Swimming     | 5/10/09  | Postage Paid Envelopes       | 180927 | \$113.80          |
| Aidan Withington      | 6/10/09  | Wages                        | DD     | \$733.03          |
| David Prattley        | 6/10/09  | Wages                        | DD     | \$1086.39         |
| McCallums             | 12/10/09 | Embroidery uniforms          | 180928 | \$14.50           |
| ILT                   | 12/10/09 | Return Sponsorship Talbot    | 180929 | \$3500.00         |
| Options Auto Lease    | 12/10/09 | Mini Van Rental – NZ Springs | 180930 | \$790.00          |
| Ashford Motor Lodge   | 12/10/09 | Accommodation – NZ Springs   | 180931 | \$5494.00         |
| UniformNZ             | 12/10/09 | Uniforms                     | 180932 | \$313.43          |
| Craigs OPD            | 12/10/09 | Printer Consumables          | 180933 | \$70.42           |
| Southern OPD          | 12/10/09 | Stationery Paper etc         | 180934 | \$262.63          |
| <b>Total</b>          |          |                              |        | <b>\$21912.60</b> |

|  |            |            |
|--|------------|------------|
| <b>Current Account Summary of Transactions</b> |            |            |
| Opening Balance 10/9/09                        |            | \$13174.93 |
| Plus Transfers In and Deposits                 |            |            |
| Transfers in                                   | \$9500.00  |            |
| Deposits                                       | \$27291.00 |            |
| Less Transfers Out and Payments                |            |            |
| Transfers out                                  | \$23000.00 |            |
| Payments (Cheques and Direct Debits)           |            | \$21912.60 |
| Plus Interest Received                         |            | \$94.04    |
| Less Account Fees                              |            | \$1.50     |
| Balance as at 19/10/09                         |            | \$5145.87  |

|  |            |              |
|--|------------|--------------|
| <b>On Line Savings Account Summary of Transactions</b> |            |              |
| Opening Balance 10/9/09                                |            | \$15033.88Cr |
| Plus Transfers In from Current Account                 | \$20000.00 |              |
| Less Transfers Out to Current Account                  | \$9500.00  |              |
| Plus Interest Received                                 |            | \$0.00       |
| Balance as at 19/10/09                                 |            | \$25533.88Cr |

|   |           |             |
|---|-----------|-------------|
| <b>Travel Account Summary of Transactions</b> |           |             |
| Opening Balance 10/9/09                       |           | \$567.27 Cr |
| Plus Transfers In from Current Account        | \$3000.00 |             |
| Less  |           |             |
| Eftpos Transaction Postage Paid Envelopes     | \$30.00   |             |
| Eftpos Transactions NZ Springs                | \$2196.80 |             |
| Balance as at 19/10/09                        |           | \$1340.47CR |

|  |  |              |
|--|--|--------------|
| <b>Westpac Term Deposit Account Summary of Transactions</b>                  |  |              |
| Opening Balance 10/9/09  |  | \$10000.00Cr |
| Balance as at 19/10/09   |  | \$10000.00Cr |
| Invested for 90 Days @ 3.75% maturing 10/12/2009 (Interest paid on maturity) |  |              |

|  |  |             |
|--|--|-------------|
| <b>SBS Term Deposit Account Summary of Transactions</b>                      |  |             |
| Opening Balance 10/9/09  |  | \$9030.26Cr |
| Balance as at 19/10/09   |  | \$9030.26Cr |
| Invested for 12 months @ 4.60% maturing 24/05/2010 (Interest paid quarterly) |  |             |



**Debtors**

**Aged Balance  
Summary 19/10/09**

|  | <b>Current</b> | <b>30 days</b> | <b>60 days</b> | <b>90 days</b> | <b>Total</b>   |
|--|----------------|----------------|----------------|----------------|----------------|
| <b>Bluff Swimming Club</b>             |                |                | 290.00         |                | 290.00         |
| <b>Central Southland Swimming Club</b> |                |                |                |                |                |
| <b>Collegiate Swimming Club</b>        | 281.50         |                |                |                | 281.50         |
| <b>Fiordland Amateur Swimming Club</b> |                |                |                |                |                |
| <b>Hokonui Aquatics</b>                | 112.24         |                |                |                | 112.24         |
| <b>Mataura Swimming Club</b>           |                |                |                |                |                |
| <b>Murihiku Swimming Club</b>          | 353.78         |                |                |                | 353.78         |
| <b>Orca Swimming Club</b>              | 2613.50        |                |                |                | 2613.50        |
| <b>Oreti Swimming Club</b>             |                |                |                |                |                |
| <b>Riverton Swimming Club</b>          |                |                |                |                |                |
| <b>Waiau Swimming Club</b>             | 226.50         |                |                |                | 226.50         |
| <b>Waverley Swimming Club</b>          |                |                |                |                |                |
| <b>Adam McDonald</b>                   | 10.00          |                |                |                | 10.00          |
| <b>ICC Aquatic Services</b>            | 100.00         |                |                |                | 100.00         |
| <b>Molly Tomlins</b>                   | 5.00           |                |                |                | 5.00           |
| <b>Oscar van Stekelenborg</b>          | 221.55         |                |                |                | 221.55         |
|  | <b>3924.07</b> |                | <b>290.00</b>  |                | <b>4214.07</b> |

**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                     | \$15.75 |
| Total                          | \$65.30 |

**Actual YTD result plus revised forecasted position to 30/4/2010 tabled.**

**Moved Joka Wiegersma  
Seconded Nigel Soper**

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



## **Head Coaches Report – Jeremy Duncan**

### **H2O Dreams Competitive Programme**

As we speak the end of the term has arrived, term 3 was a patchy one with winter sport and illness affecting attendances and competition results. None the less there has been some outstanding results despite this.

Our new squad the 3.30 Pre Sharks has proved popular and we are now almost full in terms of enrolments for this squad. The aims and purpose of this group are clearly outlined in the issue 1 Swimming Swede.

Splash Palace has fed the competitive programme with 4 new swimmers from the competitive swimming pathways programme

### **Splash Palace**

Please see the attached minutes from the last meeting. Of note H2O Dreams has been asked to help implement time & skill standards for their main pool development groups.

### **South Islands & Springs**

Please refer to the comprehensive results analysis provided by David Prattley. All coaches agree these strong results highlight the need for the swimmers to be able to compete as one club at national meets

## **Development Officers Report – Aidan Withington**

No report submitted

## **Portfolios**

### ***Team Management – Shona Tomlins***

**Shona Tomlins reported that she and Yvonne McDonald had met regarding the team management appointments. At this stage team managers will be appointed where possible and assistant managers appointed where required.**

**NZ Juniors                   - Jane Morgan**  
**NZ Age Groups           - No appointment yet**  
**Div 2s                       - No applications received. Another call to go out to clubs and team members parents.**  
**NZ Opens                   - No applications received. EO advised that he had received one from Vicki Finlay and may not have forwarded this. Will forward to Shona ASAP>**  
**South Island Country & Town – No applications received for regional manager. Shona to approach club team managers with view to completing a dual role.**

### ***Uniforms – Yvonne McDonald***

**NIL**



***Technical – Barbara Grant***

NIL

***Selectors – Fiona Dooley***

Swimmers rankings being completed  
List of trophies with wording to be forwarded to selectors

***Trophy – Joka Wiegersma***

Medals for 2010 Southland Champs have arrived.

***Hospitality – Shona Tomlins, Joka Wiegersma***

NIL

***Governance – Nigel Soper***

Swimming NZ are discussing a standard constitution for all regions and clubs. Still in its infancy but further information will come out.

***Coaches and Teachers – Nigel Soper***

General lisison with Jeremy and Aidan.  
Coaches contract out for discussion be the end of the week. Management committee meeting on Monday 2/11/09 at 7.30pm to go through contract.

**General**

Nigel advised he would be away for the next general meeting date. Meeting agreed to postpone until Monday 16/11/09

Meeting Closed 9.15pm

Chairperson's Signature: \_\_\_\_\_

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

Next Meeting:     **2/11/09 (Contact)**  
                          **16/11/09 (Management)**