

MINUTES: Of the Management Committee of Swimming Southland

Held Thursday 14th of October 2010
Venue Splash Palace - Invercargill
Start Time 6.30pm

Present Nigel Soper (Chair), Joka Wiegersma, Barbara Grant, Jane Fisher, Geoff Finnerty, Paul Harrington

In Attendance David Prattley (Executive Officer),

Apologies Fiona Dooley, Yvonne McDonald

Moved Nigel Soper
Seconded Geoff Finnerty

“That the apologies be sustained” CARRIED

Welcome Nigel welcomed all members to the meeting

Minutes **Management Meeting 14th September 2010**

Moved Nigel Soper
Seconded Paul Harrington

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

Matters Arising **NIL**

Moved Nigel Soper
Seconded Geoff Finnerty

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

Portfolio Reports

Team Management and Uniforms – Yvonne McDonald & Jane Fisher
NIL

Technical – Barbara Grant & Jane Fisher

***No follow up yet on touchpads with Crosbie. To arrange a meeting and push for replacement.
 First Southland Technical Committee meeting held 12/10/10 and will continue twice yearly (pre and post season)
 Recommendation that only two timekeepers per lane be used from now on. Chief TK to implement.
 Chief Starter now Paul Harrington
 Jane Fisher and Lyn Sutherland are attending the Swimming NZ Technical Forum
 Barbara asked the EO for the most updated database.***

Trophies and Hospitality – Joka Wiegersma
***Ordered 1 years supply of medals for Southland Champs
 New medal manufacturer approached Joka but discussed with EO and decided to continue with current supplier.***

Governance – Geoff Finnerty and Nigel Soper

NIL

Coaches and Teachers – Paul Harrington and Geoff Finnerty

Paul advised that Jeremy was in hospital in India. EO checked with Jan Cameron by phone but she didn't know anything about it as she is back in NZ.

Development Officer Appointment – Barbara Grant

Agreement at last meeting to continue with employment. Need to appoint an employment panel and give the mandate to proceed. The committee agreed that the panel would be Nigel Soper, Barbara Grant and Paul Westbury (Sport Southland). If either Nigel or Barbara were unavailable for interviews the Yvonne McDonald would take their place. EO to contact shortlisted candidates and organise interviews.

Publicity and Profile – Jane Fisher and Fiona Dooley

Newsletter out next week.

EO to send a report on SCAGS to Jane

Executive Officers Report – David Prattley

Swim Sport

Very successful NZ Short Course Age Groups for Southland team. Regional analysis previously circulated.

Results and report forwarded to schools and Southland Secondary School Sports Administrator. Article in local Ensign about Bradley & Lisa Catto

High Performance Fund

Balance Fund 14/9/10	\$ 4314.28
Spent Period 14/9/10 – 14/10/10	\$ 0.00
Carried Forward to next period	\$ 4314.28

Records

Course	Stroke	Dist.	Age	Name	Club	Old Time	New time	Date	Event/Where	Who/Date
SC	Back	50	14-15	Andrew Bester	OCA	28.63	28.48	26/9/10	SCAGS Well	A Bester 3/9/10
SC	IM	200	14-15	Andrew Bester	OCA	2.13.82	2.12.25	26/9/10	SCAGS Well	J Sandri 23/9/03
SC	Fly	200	14-15	Robert McDonald	COL	2.13.43	2.11.83	26/9/10	SCAGS Well	C Ball 27/9/06
SC	Free	400	12-13	Bradley Catto	HOK	4.21.43	4.17.05	27/9/10	SCAGS Well	A Hamilton 16/6/84
SC	Free	400	14-15	Andrew Bester	OCA	4.14.00	4.11.57	27/9/10	SCAGS Well	R Tapper & A Hamilton 1/9/83
SC	Free	400	14-15	Andrew Bester	OCA	4.11.57	4.06.99	27/9/10	SCAGS Well	A Bester 27/9/10
SC	Back	200	14-15	Andrew Bester	OCA	2.08.25	2.06.29	27/9/10	SCAGS Well	A Bester 3/9/10
SC	Back	200	Open	Andrew Bester	OCA	2.07.42	2.06.29	27/9/10	SCAGS Well	R Harris 28/9/09
SC	IM	400	14-15	Andrew Bester	OCA	4.40.71	4.34.47	28/9/10	SCAGS Well	J Sandri 22/9/03
SC	Fly	50	Open	Adam McDonald	COL	25.22	24.67	28/9/10	SCAGS Well	A McDonald 29/9/8
SC	Free	200	12-13	Bradley Catto	COL	2.03.00	2.02.98	29/9/10	SCAGS Well	R Tapper 27/7/82
SC	Back	100	14-15	Andrew Bester	OCA	1.00.33	59.87	29/9/10	SCAGS Well	A Bester 3/9/10
SC	Free	800	12-13	Bradley Catto	HOK	9.08.40	9.07.79	30/9/10	SCAGS Well	B Catto 3/9/10 (Split for 1500m)
SC	Free	1500	12-13	Bradley Catto	HOK	17.15.18	17.07.72	30/9/10	SCAGS Well	B Catto 3/9/10
LC	IM	200	Open	Natalie Wiegiersma	WAV	2.12.38	2.12.12	4/10/10	Comm Games	N Wiegiersma 4/4/10
LC	Fly	100	Open	Natalie Wiegiersma	WAV	1.00.50	1.00.08	4/10/10	Comm Games	N Wiegiersma 5/4/10

Moved Joka Wiegiersma
Seconded Nigel Soper

“That the records as tabled are ratified” CARRIED

Accommodation & Travel

The accommodation and food NZ Short Course Champs was good at a reasonable rate (Capital House). Very convenient with the food being provided at the accommodation. Accommodation was dormitory style and could be quite noisy but everyone appeared to cope very well. The actual costs to Swimming Southland increased significantly over budget (\$741.00) due to the transfer in location of the championships. This was a result mainly of additional airfares.

Correspondence

Sport Southland Sports Nutrition Workshop 18/10/10 (forwarded to clubs)
 Water Safety NZ Forum 21/10/10
 Cathy Hemsworth Project Vanguard meeting

Preferred date 23/11/11. 6pm-9pm. EO to make the arrangements and invitations to clubs, life members etc.

Swimming NZ Special General Meeting

Nigel outlined the outcome of the SNZ solicitors opinion resulting from the remit passed at the SNZ AGM.

Committee agreed to support SNZ with the change to the constitution. Email out to clubs.

South Island Swimming Committee Minutes, proposal and request for funds

Expenditure of \$100 approved and support the new trophies proposal

Finance Report – David Prattley

Accounts for Payment (SBS)

Name	Date	Description	Cheque	Amount
Swimming NZ	14/9/10	Entry Fees	111283	\$705.00
Creative Screen Print	14/9/10	Screenprinting	111284	\$8.00
Jenkins Motors	14/9/10	Minivan SI Champs	111285	\$400.00
Transfer to Travel account				\$1500.00
DCR Rentals	16/9/10	Minivan SCAGS	111286	\$965.00
ICC	16/9/10	Pool Hire	111287	\$436.00
David Prattley	21/9/10	Wages	DC	\$1113.42
H20 Dreams	21/9/10	Monthly Fees	DC	\$2910.94
ILT	22/9/10	Funding Surplus	111288	\$1303.38
Eziweb	22/9/10	Website Hosting Fee	111289	\$150.00
Travelcard	30/9/10	Travel	111290	\$1107.98
Aquazone Swimming	30/9/10	Telephone & Internet	111291	\$55.55
Capital House	30/9/10	Meals & Accom SCAGS	111292	\$5411.25
Southern OPD	30/9/10	Stationery	111293	\$58.11
Southern OPD	30/9/10	Handbooks	111295	\$759.00
ACC	30/9/10	ACC Levies	111296	\$476.98
Bev Catto	30/9/10	Expenses SCAGS	111297	\$357.97
Collingwood Foodcentre	30/9/10	Food for meetings & farewell	111298	\$307.50
David Prattley	5/10/10	Wages	DC	\$1153.42
IRD	8/10/10	PAYE	111294	\$546.24
Total				\$19725.74

Accounts for Payment (Westpac Travel Account)

Name	Date	Description	Cheque	Amount
Mitre 10	14/9/10	Picture Hooks	EFT	\$3.98
Gore Take Note	14/9/10	Postage	EFT	\$37.50
Gore Take Note	22/9/10	Postage	EFT	\$7.00
Sundry	30/9/10	SCAGS Eftpos Trans	EFT	\$1588.41
Gore Take Note	12/10/10	Postage	EFT	\$16.30
Total				\$1653.19

Moved Barbara Grant
Seconded Jane Fisher

“That the accounts for payment as tables are approved” CARRIED

SBS Star Account Summary of Transactions		
Opening Balance 14/9/10		\$16653.66CR
Plus Deposits		
Deposits	\$18905.16	
Less Payments		
Payments (Cheques and Direct Debits)	\$19725.74	
Plus Interest Received	\$0.00	
Less Account Fees	\$0.00	
Balance as at 14/10/10		\$15833.08 CR

Westpac Travel Account Summary of Transactions		
Opening Balance 14/9/10		\$186.41 Cr
Plus		
Transfers In from Current Account	\$1500.00	
Less		
Eftpos Transactions	\$1653.19	
Balance as at 14/10/10		\$33.22 CR

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

14/10/10

	Current	30 days	60 days	90 days	Total
Bluff		295.00			295.00
Central Southland	40.00				40.00
Collegiate	326.42				326.42
Fiordland	341.50	295.00			636.50
Hokonui Aquatics	6844.13	616.00			7460.13
Mataura					
Murihiku	1954.79				1954.79
Orca	698.67				698.67
Oreti		295.00			295.00
Riverton					
Waiau	60.00				60.00
Waverley	40.00				40.00
Queenstown	47.00				47.00
St Margarets				246.00	246.00

SS Fundraising	1116.99		1116.99
	11460.50	1501.00	246.00
			13207.50

Note 1

Executive Officers Monthly Costs – Telecom

Homeline plus wire maintenance	\$45.00
Xtra Broadband	\$45.00
Total	\$90.00
50%	\$45.00
Plus Tolls	\$10.55
Total	\$55.55

Note 2

Actual YTD result to 30/9/10 as compared to budget.

This is in expanded format as well.

Balance Sheets Comparison as at 30/9/10

<u>Assets</u>	30/9/10	30/9/09
Westpac Trust Current Account		15560.75
Westpac Trust Online Saver		18562.05
SBS Bank Star Account	12806.10	
Westpac Trust Travel A/c	49.52	3537.27
SBS Bank Term Deposit	9585.75	9135.57
SBS Bank Term Deposit	25595.63	10000.00
Accounts Receivable	17934.14	11971.50
Prepayments		
Equipment	4206.26	5403.48
Total Assets	70174.40	74170.62
<u>Liabilities</u>		
Accounts Payable		
Tax Payable	-25.84	2713.86
Income in Advance		
Accruals		
Other Current Liabilities	328.55	328.55
Total Liabilities	302.71	3042.41
Net Assets	69871.69	71128.21
<u>Equity</u>		
Opening Balance	62256.70	62256.70
Retained Earnings	23697.41	3872.35
Net Income	-16082.42	4999.16
Total Equity	69871.69	71128.21

Head Coaches Report – Jeremy Duncan

No report this month due to coach being away at Commonwealth Games

Development Officers Report

NIL

General

EO asked to relook at National Meet funding for technical officials with the Southern Trust

EO advised he has the coaches airfares surplus with the decision not to attend the NZ Short Course Open Champs in Mt Maunganui. Joka Wiegersma asked if clubs needed TM6. EO advised that eventually they would as Hytek would withdraw technical support and upgrades for TM4

Barbara Grant gave an outline of the Centre of Excellence meeting

Meeting Closed 8.20pm

Chairperson's Signature: _____

Date: _____

Next Meeting: Tuesday 16/11/10 6.30pm Splash Palace