



MINUTES: Of the Management Committee of Swimming Southland

Held Tuesday 9th of September 2008
Venue Waihopai School Board Room - Invercargill
Start Time 7.30pm

Present Nigel Soper (Chair) Joka Wiegersma
Fiona Dooley Brian Richardson
Shona Tomlins Yvonne McDonald
Andrew Holden

In Attendance David Prattley Executive Officer

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

Apologies Jeremy Duncan, Dominic Flatley

Moved Brian Richardson
Seconded Shona Tomlins

"That apologies be sustained" CARRIED

Minutes Management Meeting 12th August 2008

Moved Shona Tomlins
Seconded Nigel Soper

"That the Management Minutes of 12th August 2008 be received"
CARRIED

Moved Andrew Holden
Seconded Joka Wiegersma

"That the Management Minutes of 12th August 2008 (In committee sections) be received" CARRIED

Matters Arising

Shona Tomlins wanted the situation with travel to South Island Country and Town competition clarified as there is confusion. Executive Officer advised that an email had gone out to clubs calling for feedback on travelling as separate clubs and meeting at the pool. To date only two clubs have replied both in the affirmative. No decision has been made by Swimming Southland yet.

Joka Wiegersma queried the role of the emergency committee.

Shona Tomlins queried why the decision on funding for the Development Officer travel was not in the minutes. Executive Officer advised this decision was made at a separate meeting and the minutes had not yet been typed. These would be tabled at the October meeting. Nigel Soper advised that he had checked and wanted it recorded that Collegiate did apply for swimmers to swim outside the province at the Neptune meet.

Moved Shona Tomlins
Seconded Brian Richardson

"That the Minutes of the Management Meeting held 12th August 2008, be accepted as a true and correct record" CARRIED

Moved Fiona Dooley
Seconded Brian Richardson

"That the Minutes of the Management Meeting held 12th August 2008, (In committee sections) be accepted as a true and correct record" CARRIED

Executive Officers Report – David Prattley

Swim Sport/Recorder

- Request received from Hokonui Aquatics for the following swimmers to swim outside the province at the Queenstown Early Bird meet on the 11th of October 2008
Harriet Keown, Laura Pope, Lucy Barron, Lisa Catto, Bradley Catto, Ben Simmers, Megan McCall, Hannah Collins, Angus Swale, Phoebe Swale, Kavan Chay, Ashleigh Kirk, Dannielle Guise, Jessica Stevenson, Caleb Stevenson, Dirk Morrison, April Miller, Laura McVicar, Marie Crawford, Georgia Gray, Sasha Nicholson, Greg Dyer, Kate Crawford, Sian Davis, Tracey Brinsdon, Spencer McIntosh
- Request received from Matura club for the following swimmer to swim outside the province at the Queenstown Early Bird meet on the 11th of October 2008
Kendell Shanks
- Request received from Collegiate Swimming Club for the following swimmers to swim outside the province at the Queenstown Early Bird meet on the 11th October 2008
Felecity Soper, Ellice Soper, Emily Joyce
- Verbal request received from Joka Wiegiersma on behalf of Waverley Swimming Club for the following swimmer to swim outside the province at the Queenstown Early Bird meet on the 11th of October 2008
Cameron Andrews
- Verbal request received from Shona Tomlins on behalf of the Murihiku Swimming Club for the following swimmer to swim outside the province at the Queenstown Early Bird meet on the 11th of October 2008
Molly Tomlins, Troy Tomlins, Lilly Tomlins, Amy Dickey, Emma Dickey, Taylor Holden, Mitchell Holden

Moved Brian Richardson
Seconded Nigel Soper

"That the requests as tabled be approved" CARRIED

Upcoming events September-
Collegiate School Relays 13/9/08

Hokonui Sprints 20/9/08

Next upcoming Swimming Southland Regional meet – Gore Age Group Open 29/11/08 (need to discuss programme before sending out)

Programme to be sent around coaches for any feedback.

Executive Officer made a recommendation that we award ribbons for this meet. 1st, 2nd & 3rd by age group. Meeting agreed. EO to action

Sport Development

NIL

Records

No	Crse	Stroke	Dist	Age	Name	Club	Old	NEW	Date	Meet
7	SC	Free	100	OW	Natalie Wiegersma	WAV	58.28	57.26	5/9/08	South Island Champs
8	SC	Fly	100	OM	Adam McDonald	COL	56.54	56.25	7/9/08	South Island Champs
9	SC	Fly	100	OM	Adam McDonald	COL	56.25	56.20	7/9/08	South Island Champs
10	SC	Free	50	OM	Adam McDonald	COL	24.04	24.02	9/9/08	South Island Champs

Moved Nigel Soper
Seconded Shona Tomlins

“That the records as tabled be ratified” CARRIED

Accommodation

NIL

Travel

Two options have been received for NAGS and Opens. Email to go out to current qualifiers immediately.

Div 2 costings received

Travel budgets to be put together in the next month and forwarded to clubs

Correspondence

Email – Orca Swimming Club – Advising withdrawal of Ben Richardson from NZ Springs

Email – Orca Swimming Club – Advising Kevin Cha not available for South Island Country & Town competition as family moving back to Korea

Email – Orca Swimming Club – Advising intent to arrange transport and accommodation for club members to South Island Country and Town competition

No decision yet made by Swimming Southland. Agenda item for October awaiting feedback from clubs.

Email – Murihiku Swimming Club – Nomination of Alan Howie as selector

Moved Fiona Dooley
Seconded Shona Tomlins

“That Alan Howie be appointed as selector” CARRIED

EO to advise Murihiku

Moved Brian Richardson
Seconded Joka Wiegersma

“That a coach be approached to perform the role of the 3rd selector”
CARRIED



EO to approach coaches

Letter – Sth Sec School Sports – Call for nominations for Sec School Sports awards.

Selectors and EO to arrange nominations

Gear/Pool Liaison

Registrar

Swimming NZ affiliations due 15/9/08. Reminders sent to clubs

Funding

The following applications have been submitted since the last meeting:

Southern Trust – Technical Officials Travel to National meets

ILT Foundation – Scholarship application for Oscar van Stekelenborg to attend Pacific School Games in Canberra

Moved: Nigel Soper

Seconded: Brian Richardson

“That Swimming Southland Management Committee authorises the Executive Officer to proceed with a grant application to the ILT Foundation to fund the coach, development officer (including professional development), executive officer, team staff travel and high performance fund.

Publicity/Promotion

NIL

Website

NIL

Other

I wish to apply for annual leave for the following days

Monday Friday 29/9/08 to Friday 3/10/08 inclusive

Finance Report – David Prattley

Accounts for Payment

Name Amount	Description	Cheque
H2O Dreams	Monthly Fees	DC \$2910.94
Aidan Withington	Wages FN ending 12/8/08	DC \$898.26
Aidan Withington	Wages FN ending 26/8/08	DC \$748.55
David Prattley	Wages FN ending 12/8/08	DC \$1067.93
David Prattley	Wages FN Ending 26/8/08	DC \$1067.93
ICC	Pool Hire	180695 \$514.80



Destroyed		180696	
Creative Screen Print	Ribbons Sth Winters	180697	\$555.00
Swimming Cant West Coast	Entry Fees Sth Island Champs	180698	\$1256.00
Amarda Motor Inn	Accom Sth Island Champs	180699	\$910.00
Windsor Court Motel	Accom Sth Island Champs	180700	\$3675.00
Geoff Horrell Photography	Rep Photo	180701	\$15.00
Waverley Swimming Club	Catering League Prizegiving	180702	\$130.00
Craigs OPD	Photocopy Paper	180703	\$69.75
Aquazone Swimming	Telephone Reimb	180704	\$47.33
Konica Minolta	Photocopier	180705	\$185.63
DW Prattley	Printer Consumables	180706	\$137.99
UniformNZ	Uniform	180707	\$45.89
Transfer to Travel Account		DD	\$2000.00

Moved: Brian Richardson
Seconded: Nigel Soper

“That the accounts as table be approved for payment”

Travel Account Summary of Transactions

Opening Balance 12/8/08
\$68.34 Cr
Transfer ex Cheque Account **\$2000.00Cr**
Balance as at 9/9/08
\$2068.34Cr

Aged Balance
Summary 9/9/08

	Current	30 days	60 days	90 days	Total
Bluff Swimming Club					
Central Southland Swimming Club	132.00				132.00
Collegiate Swimming Club	1677.20				1677.20
Fiordland Amateur Swimming Club	80.00				80.00
Hokonui Aquatics	1937.80				1937.80
Mataura Swimming Club	70.50				70.50
Murihiku Swimming Club	-29.90				-29.90
Orca Swimming Club	1667.10				1667.10
Oreti Swimming Club					
Riverton Swimming Club		282.50			282.50
Waiau Swimming Club	159.50				159.50
Waverley Swimming Club	194.50				194.50
Nelson Marl Swimming		69.66			69.66
Swimming NZ		1125.00			1125.00
Cromwell Swimming Club	12.00				-12.00
	5900.70	1477.16			7377.86



Budget with actual to date plus forecasted position attached.

Executive Officers Monthly Costs – Telecom

Homeline plus wire maintenance	\$47.55
Xtra Broadband	\$39.95
Total	\$87.50
50%	\$43.75
Plus Tolls	\$3.58
Total	\$47.33

Head Coaches Report - Jeremy Duncan

August has been another great month with things progressing in the right direction. In my relatively short time coaching I have never seen so many children struck down by the flu.

Development Clinic

I ran a development clinic on August the 10th for all swimmers, have you seen the email circulated by David regarding participation for this event? It was sent to all club secretaries

Tracking May 16 2008 – September 2012

Bands

- **A= non competitive , B= Competitive Junior Development , C= Age Group , D= Youth**

NOTE:

- **the numbers under club names are what % of the total numbers present that each club contributes**

Opportunity	Band	Total Num	Orca	Murihil	Waver	Oret	Collegia	Country	Splash
HGC May 16 2008	A&B	60	19%	22%	1%	0%	12%	0%	46%
Remarkable Camp 2008	B	40	37%	20%	2%	0%	7%	32%	2%
Neptune Swim Mee 2008	B	42	38%	23%	2%	0%	7%	28%	2%
Chocolate Fish Mee June 2008	A &	102	17%	17%	13%	0%	11%	0%	42%
Butterfly Clinic 10 2008	A &	45	35%	24%	7%	0%	15%	4%	15%

Southland Winters

Some very good swimming particularly from our younger up coming juniors, it was a shame to see so many sick however.

Upcoming Dates



Spring Forward Camp October 17-19
Swimming Nutrition seminar for families October 19
Adventure Race Oreti Beach to Sandy Point for all competitive swimmers all levels November 22nd followed by BBQ for all competitive swimmers and their friends, families. More information will be out on this shortly.

Not a lot else, if you haven't read the email I sent regarding participation from our previous clinic make sure you find the time to do so.

We must keep driving this to increase our numbers coming into the sport.

High Performance

Please find below my High Performance budget for the 2008/09 funding period for your consideration. This was requested by David to assist with funding application to the ILT

Swimming Southland High Performance Budget

Aim

To expose Southland athletes to International competition to greater increase success on the International stage, as well as gaining National team selection and holding talented athletes in the province through to London 2012

Yearly Schedule

November	
Fina World Cups up to 3 meets in Europe	\$6,000.00
February	
NSW Open Champs / Auckland Champs	\$2,000.00
April	
Australian Age Groups	\$2,000.00
May	
Australian Camp to train with Worlds Best	\$2,000.00
June	
West Coast USA Tour 4 weeks	\$6,000.00
Total per Annum	\$18,000.00

The committee requested an analysis of use and an accountability report of the high performance fund on a monthly basis. EO to supply with monthly report

Nigel Soper advised that Jeremy was making an approach to the ILT and meeting with Gary Muir to discuss High Performance funding.

Brian Richardson voiced concern that the meeting just for the specific high performance part of our funding could potentially compromise the rest of our funding and wants Jeremy to present in conjunction with the rest. He still wants Jeremy to part of the process as the benefits would be very good. Andrew Holden to liaise with Jeremy.

Fiona Dooley asked for names to be put against the HP budget. Meeting agreed. EO to action.

Development Officers Report - 12 August 2008

Camp: Spring Forward



Dates have changed for the Spring Forward camp to the weekend before Labour weekend.

Schools:

**August – Town 36 Hours
Country 10 Hours**

Clubs:

After sending out information to country clubs about development officer visits, I have only heard back from 2 clubs. I have organised one weekend with Fiordland I am yet to hear back from the other club that contacted me.

Swimming New Zealand Camp

I would like to thank Swimming Southland for paying for the flights to the Swimming New Zealand camp. This was a great opportunity and I have walked away with some new skills, and lots of new ideas both for coaching swimming and ideas with camps.

I have to send a report to swimming New Zealand in this next week and I will make sure I also sent this to Swimming Southland.

Brian Richardson asked why there were no squad camps being run in January. This is an excellent springboard for younger swimmers to Southland Champs and National meets.

David Prattley advised that he was now running an Aquazone squad camp on his own due to the increased numbers within his squad wanting to attend. He had advised Jeremy and Aidan.

Meeting agreed that it was extremely important to have a camp.

Andrew Holden to discuss with Aidan and Jeremy and ask Aidan Withington to run a Swimming Southland camp for 14 & under swimmers.

Portfolios

Team Management – Shona Tomlins

Team manager job descriptions have been drafted and given to Greg Smith to check. No team manager appointments have yet been made.

Uniforms – Yvonne McDonald

Nil

Technical – Brian Richardson

Nil

Selectors – Fiona Dooley

Community Trust grant applications have been received from Bryn Murphy, Beckie Dooley and Lisa Pankhurst.

Joyce Wiegiersma not submitting one due to cutting down on her training and competition in 2009.

Fiona put forward Cody Ball's name as a replacement.

Moved Nigel Soper
Seconded Yvonne McDonald
"That Bryn Murphy, Beckie Dooley, Lisa Pankhurst and Cody Balls applications be submitted" CARRIED

Fiona also advised that a couple of small changes are required to the criteria as set down by the previous management committee.

**1 Amend the criteria for finals to allow for 8 & 10 lane pools to Top 10 placings in NZ
2 Aussie Age group Top 10 placings also need to be included**

Moved Yvonne McDonald
Seconded Andrew Holden
"That the amendments to the Community Trust Scholarship criteria as table be approved" CARRIED

Trophy – Joka Wiegersma
Nil

Hospitality – Dominic Flatley, Shona Tomlins, Joka Wiegersma
Shona thanked the Waverley club for the excellent catering at the prizegiving. Concern voiced by some parents about having to pay the \$2 door charge. Shona suggested subsidizing and charging out extra for League meet entries.

Governance – Dominic Flatley
Nigel distributed Dominic's email in his absence.
Discussion on setting a day long meeting.

Discipline Policy as tabled discussed.
Brian Richardson – Doesn't address adequately the concerns from the parents after the previous incident. Not enough communication for the accused and time to prepare.
Admin of complaint procedure needs to be taken away from commissioners and done by the EO. Requirement to have one independent person to be able to communicate with all parties on a neutral basis.

Brian requested this item be put on the agenda for the Oct meeting.

Coaches and Teachers – Andrew Holden
Agenda Item required for October is coaches contract terms of reference. Work to be done on this topic in the intervening period. Require an employment lawyer to facilitate documentation. Brian Richardson suggested the following: Craig Smith (French Burt), Rex Chapman (Cruickshank Pryde) or Mary Jane Thomas (Preston Russell)

General

Publicity
Fiona Dooley spoke about the article in the Southland Times and disappointment with in accuracies. Jeremy had done interview over the phone.



Require accurate reports with fact both pre and post meet. Andrew Holden to raise issue with Jeremy.

Control Room Printer

The new printer not at all suited to atmospheric conditions in Control room. Vicki Finlay using own printer and we need to reimburse her. EO to organise with Vicki. Andrew Holden to investigate surplus printers at work and advise. Paper supply is in Swimming Southland cupboard.

South Island Secondary School Champs

David expressed his concern over the viability of running this meet. Meeting agreed that the EO should advise the Southland Secondary Schools that they could not host this meet.

Country Club Championships

Three replies received from Country clubs to changing the date of the meet from 7/12/08 to 15/2/09. Two clubs wish to change and one doesn't. Despite repeated calls other clubs have not replied. Meeting agreed that majority would rule the date would change to 15/2/09

With the change of date Nigel Soper made an application on behalf of the Collegiate club to run a long course meet on Sunday 7/2/08 at Splash Palace. Funds raised from the day would go towards to the Australian trip fund and team staff expenses.

**Moved Yvonne McDonald
Seconded Shona Tomlins
"That the Southland Country Club Championships be moved to 15/2/09" CARRIED**

**Moved Brian Richardson
Seconded Nigel Soper
"That the Collegiate club be allowed to run an interclub meet on the 7/12/08" CARRIED**

Meeting Closed 10.28pm

Chairperson's Signature: _____

Date: _____

Next Meeting: 14/10/08