

<u>Minutes</u>	Of the Management Board of Swimming Southland
Held	Tuesday 15 th of May 2018
Venue	Sport Southland, Invercargill
Start Time	6.30pm
<u>Present</u>	Hilary Strang (Chair), Warren Joyce, Luciana Garcia, Bev Catto, Waric Cross, Lisa Hansen
<u>In Attendance</u>	Jeremy Duncan
<u>Apologies</u>	Anna Crosswell
<u>Previous Minutes</u>	<p>Management Meeting –17th April 2018</p> <p>Moved Hilary Strang</p> <p>Seconded Bev Catto</p> <p>“That the minutes of the management board meeting held 17th April 2018, be accepted as a true and correct record.” CARRIED</p>

Development Officers Report – Vacant position

Head Coaches Report – Jeremy Duncan

Clubs

- 6 attend the first session of the club swimmer winter training squad
- No TID as yet – all parents have been notified
- Meeting minutes from club coach professional development meeting

Splash Palace

- Main pool coach clinic – went well , notes to follow

EDF Plan

Jeremy submitted annual plan with list of qualified swimmers

- *The board agreed to included para swimmers into the EDF fund, with criteria ‘once qualified for a national camp’*
- *EO to put together a draft budget, to see where/how best to support these swimmers in the fund*
- *Board to agree on confirmed budget before confirming admittance to the fund of these new swimmers.*
- *To look into ways of including swimmers from our of the ILT boundary – sourcing funding from MLT, Pub Charity etc.*

TID – Jeremy is running this squad whilst we are down a development officer.

Lisa H waiting on a list of current TID swimmers, to make sure communication is kept up to this squad

Portfolio Reports –

▪ **Team Management** – Hilary Strang & Bev Catto

No TM required

to put call out for Short Course and South Islands

▪ **Technical** – Warren Joyce

touchpads, still no interest from other clubs/regions – may be best to scrap?

▪ **Governance** – Hilary Strang & Bev Catto

Strat doc, well under way

▪ **Publicity & Profile** – Anna Crosswell

Fenton has confirmed he is writing a fortnightly piece for the Southland Express – this is a separate venture from Swimming Southland and Orca.

- **Reward, Recognition, Retention** – Anna Crosswell

Nil

- **Officials Co-Ordinator** – Waric Cross

Officials Flyer was handed out to the spectators prior to the Waverley Meet – to do this again at the next meet.

Executive Officers Report – Lisa Hansen

Calendar

for remainder of 2018 has been circulated. Once SNZ confirm their dates for 2019 National meets, will get the 2019 calendar sorted

Prize Giving

Organising going well

Photos same pricing as last year – did we like the grey background on photos last year? (or just white as usual?)

Sid Cummings confirmed as speaker

Finance Report – Lisa Hansen

Elite Development Fund

Balance brought forward from previous period	\$9,995.20
Income from ILT Foundation – received November 2017	\$9,000.00
Spend period 01/12/17 - 01/12/18	- \$75.00
Balance 30/4/18	\$18,920.20

Elite Development Reimbursement for Approval – May 2018

Name	Description	Full Amount	ED Funding Reimbursement
Jacob Blomfield	Gym Fees	\$100.00	\$100.00
Total			\$100.00

Accounts for Payment (SBS) – May 2018

Name	Due Date	Description	Method	Amount
Lisa Hansen	11/5/18	Fortnightly Wage	AP	\$1,058.36
Lisa Pankhurst	11/5/18	Fortnightly Wage (Final Payment)	AP	\$718.16
IRD	20/5/18	April PAYE and Kiwi saver	DD	\$999.26
AUT Millennium	20/5/18	NAGs 2018 catering	DD	\$1696.26
Warehouse Stationery	20/5/18	Postage Stamps and Colour Copying	DD	\$103.87
H2O Dreams	20/5/18	Monthly Fee	AP	\$3,354.17
Lisa Hansen	20/5/18	April Phone/Net expenses (note #1)	DD	\$53.27
Lisa Hansen	25/5/18	Fortnightly Wage	AP	\$1,058.36
		Total		\$9,141.71

Note 1

Executive Officers Monthly Costs – April 2018

Monthly Phone/Internet Reimbursement	\$50.00
Plus tolls	\$3.27
Total	\$53.27

Moved Luciana Garcia

Seconded Waric Cross

“That the above payments as tabled, be approved for payment.” CARRIED

SBS Star Account Summary of Transactions			
Opening Balance 31/3/18			\$10,376.70
Plus Deposits			
	Deposits	\$14,956.07	
	Transfer funds from Call Account	\$10,000.00	
	Community Trust Annual Grant received	\$17,430.00	
	Plus Interest Received	\$2.31	
Less Payments			
	Payments (Cheques and Direct Debits)	\$23,631.71	
	Less Account Fees	\$0.00	
Balance as at 30/4/18			\$29,060.87

Westpac Travel Account Summary of Transactions			
Opening Balance 31/3/18			\$10.45
Plus			
	Transfers In	\$3,850.00	
	Interest Received	\$0.00	
Less			
	Expenses (NAGs 2018)	\$1,750.33	
Balance as at 30/4/18			\$2,110.12

SBS Call Deposit Account Summary of Transactions			
Opening Balance 31/3/18			\$47,383.66
Plus			
	Transfer in	\$0.00	
	Interest Received	\$0.00	
Less			
	Transfer out (Star Transactional)	\$10,000.00	
Balance as at 30/4/18			\$37,383.66
Placed on Call @ 1.60%			

SBS Plant Replacement Deposit Account Summary of Transactions			
Opening Balance 31/3/18			\$6,353.23
Plus			
	SICT 2018 Levies	\$614.50	
	Ribbon Day 2018	\$153.50	
	Interest Received	\$0.00	
Less			
	Transfers out	\$0.00	
Balance 30/4/18			\$7,121.23

SBS Term Deposit Account Summary of Transactions			
Opening Balance 26/03/18			\$35,422.41
	26/09/19 Interest	\$1,944.69	
Balance as at 26/09/19			\$37,367.10
Reinvested for 18 months @ 3.60% maturing 26/9/2019 (Interest paid on maturity)			

NB: Term Deposit, this account is registered for an automatic roll over to the best rate at the time.

SBS Term Deposit Account – Southland Springboard Diving (Holding Account)			
Opening Balance 17/11/17			\$24,130.96
	17/05/19 Interest	\$880.78	
Balance as at 17/05/19			\$25,011.74
Invested for 18 months @ 3.65% maturing 17/05/2019 (Interest paid on maturity)			

NB: Term Deposit, this account is registered for an automatic roll over to the best rate at the time.

NB: This is a 5 year agreement, commencing November 2016, finishing November 2021.

Receivables Reconciliation [Summary]

As of 30/4/2018

Name	Total Due	Apr	Mar	Feb	Pre-Feb
Waiau Swimming Club	14.60	0.00	14.60	0.00	0.00
Murihiku Swimming Club	2,469.56	2,469.56	0.00	0.00	0.00
Fiordland Swimming Club	811.10	0.00	811.10	0.00	0.00
Waverley Swimming Club	1,264.60	1,264.60	0.00	0.00	0.00
Bluff Swimming Club	64.50	64.50	0.00	0.00	0.00
Total:	\$4,624.36	\$3,798.66	\$825.70	\$0.00	\$0.00

Balance Sheet Comparison as at 30/4/2018

<u>Assets</u>	31/3/18	31/3/17
SBS Bank Star Account	29,060.87	10,409.26
Westpac Trust Travel A/c	2,110.12	2,565.06
SBS Bank Call Deposit	37,383.66	17,292.56
SBS Plant Replacement	7,121.23	4,691.08
Accounts Receivable	4,624.36	41,024.41
SBS Bank Term Deposit	35,422.41	33,612.32
SBS Bank Term – Sthld Springboard	24,130.96	23,269.97
Equipment	55,328.26	20,178.76
TOTAL ASSETS	195,181.87	153,043.42
<u>Liabilities</u>		
Accounts Payable	9,869.67	2,012.35
Tax Payable	-6,561.45	-3,971.73
TOTAL LIABILITIES	3,308.22	-1,959.38
<u>Net Assets</u>	191,873.65	155,002.80
<u>Equity</u>		
Net Income	22,689.05	7,800.20
Total Equity	191,873.65	155,002.80

Records

Amie Pratt (OCA) -

1. Amie breaks the female 12-13 year 200m Backstroke record in a time of 2:26.43 (previously held by Hannah Morgan at 2:30.99)

Magnus Jamieson (MKU)

1. Magnus breaks the male 10-11 year 100m Butterfly record in a time of 1:16.87 (previously held by Bryn Murphy, 1:18.37)
 2. Magnus also breaks the male 10-11 year 200m Butterfly record in a time of 2:46.80 (previously held by Jackson Herrick, 3:03.26)

Moved Luciana Garcia

Seconded Hilary Strang

“That the above records be ratified as a true and correct Southland Record.” CARRIED

General Business – Notified items:

Nil

Meeting Closed 8.20pm

Chairperson’s Signature: _____

Date: _____

Next Meeting: Board Meeting 19th June 2018, Sport Southland