

Swimming Southland
Minutes of the Management Board Meeting held on April 15th 2021
Sports Southland Meeting Room

Meeting Opened: 6.34pm

Present

Michelle Pratt, Fenton Herrick, Waric Cross & Roger Eagles

In attendance: Sue Wilson

1. Apologies

Apologies – Katrina Garrett, Jeremy Duncan, Lynne Elder & Yvonne Fox

Motion – “That the apologies be accepted”

Moved Fenton Secoded Waric Carried

2. Minutes

Motion - *That minutes of the last meeting be taken as true and correct*

Moved Michelle Secoded Fenton Carried

3. Matters Arising from the minutes

- None


4. Correspondence Inwards


- Swimming NZ – Meet Info & administrators Meeting Notes, Pathway Info & Member Protection/Police Vetting Info and Voting Technical Officials
- Mako NZ Junior Meet – Managers Report


5. Correspondence Outwards

- General info to Schools and Clubs

6. Reports

 **Head Coach** - circulated prior to this meeting and taken as read

 **Development Officer** - circulated prior to this meeting and taken as read

 **Executive Officer** - circulated prior to this meeting and taken as read

Discussion Points

- Calendar – general business

7. Financial Report

Motion - *That financial report circulated prior to this meeting be taken as read*

With the addition of the following accounts to be paid on April 20th

- *W.Joyce \$21.99, C.Speight \$100.00 & S.Wilson \$126.00*

Moved Roger Secoded Waric Carried

Discussion Points

- Waric to close Westpac account
- Entry fee – discussed and to remain unchanged
- Budget – Sue to speak with BDO (Tim Ward)

8. General

Executive Officers Role

- Regularly over the contracted 25hrs per week
- Sue is keeping weekly hours to help with a review later in year

Development Officers Role

- Sue to follow up Apprenticeship scheme payment to Swimming Southland
- Waric to complete a performance review with Katrina

- This has not been done since Katrina started
- Sue has been encouraging Katrina to take leave in school holidays

Board Portfolio's

- They were set when the Strategic Plan was reviewed
- Not really working – need to review S.Plan this year
- After discussion, it was agreed that it is preferable to concrete on issues during meetings and drop portfolio's to the bottom covering if there is time only

Election of Chairperson

Motion - That Roger Eagles be appointed as Board Chair effective immediately

Moved Fenton Seconded Michelle Carried

Motion - That Yvonne Fox be appointed as Board vice Chair effective immediately

Moved Roger Seconded Waric Carried

Sue to advise Clubs of Yvonne's regrettable stepping down as Chair and inform them of the new Chair & Vice Chair

Meeting moves into Committee 7.30pm (Michelle Pratt, Fenton Herrick, Waric Cross, Roger Eagles & Sue Wilson) Meeting moves out of Committee at 8.00pm

9. Health & Safety

- Nothing to report

10. Portfolio Reports

Club Support

- Friction from Clubs towards Swimming Southland – what should we do about it
- Mainly a small group of people and some Clubs who insist on re-wording Sue's emails
- Roger to email Clubs and offer to attend their Club Meeting should they wish to voice any concerns they have with Swimming Southland in general

Media and Promotion – Fenton

- Poolside report was in today's Express but has been heavily edited
- Fenton to email full report to Sue for posting on Facebook
- Waric to get photo from Open's to accompany it

Governance and Policies – Fenton

- Policy Calendar – carry over to next meeting

Technical

- Sue to email Swimming NZ and convey Swimming Southland has no objection to the initiatives they are purposing regarding Voting Technical Officials

Rep Team Management

- Letter from Marino tabled – Roger to pen a letter explaining that Jeremy is essentially not paid either as he will need to employ someone to take his place while he is away with Rep Teams. Also that due to the present financial situation of Swimming Southland we don't have the funds available to pay him.

Electronic Board

- Waric to investigate an electronic screen for Splash Palace with Cannon – could be used by all users

Meeting Closes: 8.28pm

Minutes passed as true and correct May 19th 2021

Roger Eagles – Chairperson