

Swimming Southland
Minutes of the Management Board Meeting held on June 9th 2021
Eagles Eagles and Redpath Library

Meeting Opened: 6.34pm

Present

Fenton Herrick, Waric Cross, Roger Eagles, Yvonne Fox & Michelle Pratt

In attendance: Sue Wilson

1. Apologies

Apologies – Lynne Elder Jeremy Duncan & Katrina Garrett,

Motion – “That the apologies be accepted”

Moved Roger Seconded Fenton Carried

2. Reports

Development Officer

- Noted as received and accepted

Head Coach – noted as received and accepted

- The Board approves of the objective “adding value to the Clinics/opportunities offered to the pathway swimmers” but are in agreement that at this point in time are not in a financial position to support it.
- Sue to investigate funding possibilities for this. Also Roger noted that Jeremy’s contract was last signed in 2018 and really should be redrafted. Sue to circulate contract to Board with minutes, Board members to send any amendments to Roger for consideration by June 25th

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

- Storage – Board in agreement we need somewhere secure to store items – Sue to bring options/costings to July Meeting
- Rep Meets with no qualifying times – Are they worthy of a Rep Meet Status classification - Sue to email Clubs and ask for their feedback for July Meeting
- Ops Team Meetings – Notification of time/date to be sent to all Board – so anyone who is free can attend if they wish. Roger happy for Yvonne as Vice Chair to run the meetings
- South Island Short Course – Sue to pen letter to Mako’s Committee on behalf of Swimming Southland – key points (no qualifying times de values the meet, QT’s should be the same as Div 2, South Island champs are champs not a participation meet, lateness of this decision unacceptable, need decision now on SI LC QT’s)
- 2021/2022 Designated Meets – as per attached (include Otago wording re development meets)
- Email need to upgrade – Board approves move to Office365

3. Minutes

Motion - That minutes of the last meeting be taken as true and correct with the following change “Roger asked that Board Members at the very least acknowledge if they have a view or no view”

Moved Waric Seconded Fenton Carried

Motion - That minutes of the in committee section of the last meeting be taken as true and correct

Moved Yvonne Seconded Fenton Carried

Minutes on website - Has always been done, to continue

4. Matters Arising from the minutes

- Will be discussed with in body of meeting

5. Correspondence Inwards

- Swimming NZ – Regional Administrators Meeting Notes, Meet Info
- Community Trust South

6. Correspondence Outwards

- Swimming NZ – Police Vett's undertaken by Swimming Southland in the last 12 months, SBS #1
- General info to Clubs
- Community Trust South

7. Financial Report

Report

- Waric asked for a balance sheet to be provided in future reports

Affiliation Fees

- No fee increase on what was set pre covid last season
- Sue to advise Clubs tomorrow

Motion - that the 2021 /2022 Swimming Southland Affiliation Fees are as follows:

- *Regional Club - \$225.00 per Club*
- *Club registered swimmer of any category - \$1.00 per swimmer*
- *Competitive Swimmer - \$35.00 per swimmers (in addition to the \$1 club registered fee)*

Moved Waric Secinded Fenton Carried

8. General

Policies and Procedures

- Records policy, Managers Job description, Managers code of conduct/agreement, Swimmer to team management ratio policy – all to be ratified at next meeting – Sue and Fenton to prepare, will be circulated with July meeting documents
- Fenton & Sue to present full list of policies/procedures at July meeting

Strategic Plan

- Expires 2022
- Need to have baseline figure (last 3 years)
- Sue to ask Club's what they have their season's set at eg July to June or Oct to Sept – to calculate best date to take membership numbers on

Annual General Meeting

- Date – 29th August 10am
- Venue – large downstairs meeting room – sports southland
- Sue to set nomination closing dates etc based on last year's timeline

Executive Officers Role

- Roger has consulted with Sue – in agreement that role is far bigger than contracted hours
- Sue trying to streamline procedures to decrease hours spent on admin
- No time at all for vision and leadership to the sport section of the job
- Board acknowledges job is bigger than contract – hours need to be extended & funding secured

Prizegiving

- Nominations out to Clubs – next week
- Nominations close – June 30th
- Selectors decisions to Executive Officer by July 12th
- Keepsake trophies – only Swimmer of year to receive, all recipients to receive a certificate

Rep Teams

NZ Champs

- Report noted as received and accepted
- Moving forward always book 2nd bag if team staying at self-catering accommodation
- Sue to purchase Multi-cooker, large microwave rice cooker and hard-shell suitcase

NZ Age Group Champs

- Report noted as received and accepted

NZ Div 2

- Report noted as received and accepted
- Board moved in to “In committee” at 8.55pm
- Board moved out of “In committee” at 9.05pm

Finals tops

- Club not be mentioned on tops
- Current swimmers to have all years on back (NAGS, OPENS, NZ SC)

White Tops

- No longer required – teams to travel in maroon tops
- Sue to update website

Country and Town Meet

- Email clubs

Forms

- Travel Dispensation Form – Sue has created, to circulate around board with minutes – notify of changes, so it can be put into use asap – formal ratification at July Meeting
- Coaches Report template – Sue to circulate with above mentioned

9. Health & Safety

Nothing to report

10. Portfolio Reports:

Rep Team Management

- Nothing extra to report

Technical Sub Committee

- Still looking into scoreboard options

Club Support & Development

- Have been working with Riverton re police vetting

Swimmer Development & Retention

- SBS good numbers of have a go swimmers

Media and Promotion

- Article in Ensign – Fenton to contact

Governance and Policies

- Nothing extra to report

Employee & Contractor Liaison

- nothing extra to report

11. Meeting Closes: 9.15pm