

Swimming Southland
Minutes of the Management Board Meeting held on August 11th 2021
Eagles Eagles and Redpath Library

Meeting Opened: 6.03pm

Present

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

In attendance: Sue Wilson

1. Apologies

None

2. Reports

Development Officer – noted as received

Head Coach – noted as received

Executive Officer – noted as received

- Local Meets – Sue to remind Clubs that we would appreciate if team coaches/managers could wear Club polo's
- Prizegiving - With a full stock-take of trophies being completed, there was found to be some missing off the list – a Master List has now been made **Motion - That Ascot Community School be given a \$100 donation for the use of their hall Moved Yvonne Seconded Lynne Carried**
- Southland Records - **Motion - That the following records broken Female 14-15 200m Freestyle New Record - Amelia Black - 2:06.24 (23/07/21) - South Island Short Course Champs Male 14-15 800m Freestyle - New Record - Mathew Speight - 8:36.62 (23/07/21) - South Island Short Course Champs, Male 14-15 200m Backstroke New Record - Joseph Koroiaadi - 2:05.21 (23/07/21) - South Island Short Course Champs Male 14-15 200m IM New Record - Joseph Koroiaadi - 2:10.22 (23/07/21) - South Island Short Course Champs Moved Fenton Seconded Waric Carried**

3. Minutes

Motion - That minutes of the last meeting be taken as true and correct with the following change to Item #2 – Development Officer Report – Addition of the words Holiday Meet/standalone before Chocolate Fish"

Moved Yvonne Seconded Waric Carried

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

Moved Yvonne Seconded Fenton Carried

4. Matters Arising from the minutes

- Protest wording for Swimmers Agreement – Sue and Fenton to prepare for Sept meeting
- Westpac – Waric yet to check up on this
- Petrol Vouchers – value to be \$40.00
- Holiday Chocolate Fish Meet Plan – Katrina still to complete – Sue to follow up

5. Correspondence Inwards

- Swimming NZ –Admin minutes, Affiliation fees, Police Vet Updates
- Admirals Motel – Blenheim
- Clubs – Prizegiving and Board Nominations
- Letter from Murihiku (Re Pathway sponsorship and Rep Meet Relays)
 - Orca was proactive – no one from Swimming Southland approached them for \$\$
 - We would be very appreciative of any offering of support from the club and welcome and conversation around this
 - NZ SC first whereby you could enter either Club or Regional teams – in future meets if the rules are the same - if there is the ability to enter a Club team this would be the preference with a regional team to entered if not enough

- Swimming Southland to advise Clubs of this
- Club responsibility to enter club team – EO to liaise with Club's to see if they are entering a club team and if not then EO will enter a regional team
- Hard to make rules as Swimming NZ seem to be changing rules meet by meet

6. Correspondence Outwards

- Southland Clubs – Meet info, Aff Fee info, AGM and Police Vet Updates
- Southland Swimmers - Prizegiving invites and Pathway letters

The correspondence is noted and Sue to remind clubs send in their Board Nominations ASAP

7. Financial Report

Fastlane

- Johnston Waters Swimmers do not enter Meets through Fastlane – EO then has to invoice the Club for entry Fees – Sue to remind J.W that it is a requirement of our Meets that all swimmers enter via Fastlane and to offer to facilitate upskilling of their memebtrs on Fastlane if needed

Affiliation Fees

- Some Clubs are not using Swim Central to its full capacity meaning Swimming Southland is paying all their members Sthld and NZ Aff fees to Swimming NZ then invoicing Clubs for these and essentially acting as a bank while for other clubs Swimming Southland does nothing
- Need to look at ways of upskilling Clubs and encourage them to use the system properly
- Aff Fees invoices to clubs will be payable on the 20th of month, not on invoice as per Swimming NZ's invoice to Swimming Southland

Rep Teams

- EO has been communicating with Clubs that these invoices are required to be paid before the team leaves – Waric questioned this and understood Clubs didn't need to pay current invoices. EO felt the wording was all invoices had to be paid before the team left
- Discussion was had that Clubs know these accounts are coming and there is ways for clubs to pass invoices for payments between meetings - so no reason for the invoices not to be paid

Motion - That Clubs are requested to pay the 80% invoice before teams leave

Moved Yvonne Secoded Michelle Carried

NC Short Course

Motion - That swimming Southland pay for Debbie Herrick's accommodation costs of \$207.00

Moved Yvonne Secoded Lynne Carried

On call account

Motion - That \$20000.00 is transferred from the on call account to the chq account this week

Moved Yvonne Secoded Fenton Carried

Budget

- Approval to purchase ribbons and medals (Sthld LC – no separate visitor medals from now on, hand out same medals to all - use up and old and adjust purchase totals accordingly)
- Storage – approval to rent a unit given
- Rep team admin fee - \$5 per person starting in 2022 (advise Clubs)
- Managers – able to purchase own polo's and jackets – no discounts
- Mako's Budget approved

Motion - That Swimming Southland applies to The Southern Trust for assistance with Rep Team Coach and Managers flights and Accommodation, storage shelving/boxes and for the newly created Local Meets Coordinator's role"

Moved Lynne Secoded Michelle Carried

8. Health & Safety

Report noted as received

Plan

- Once everything in place could be overseen by a Board Member
- Add to list of Portfolios for new Board

Accreditation Cards

- Sue spoke to Fenton and Yvonne at SBS 3 – about removing photo from card as out of the approx. 90 people who need cards she had received photos from 10-15 people... concerned would never get the cards actually ordered... conveyed this to clubs and asked for confirmation of names of the people in their clubs who needed ID's so we can have them for the next meet
- Collegiate Club expressed a number concerns/issues to Yvonne (Club Support) Yvonne is to take the following points in response back to them
- The ID cards are only valid in Southland – the format etc has not been set by Swimming NZ, Sue knows Canterbury is doing them, Otago and Nelson are not
- They are completely separate to those SNZ issue for National Meets
- We are a small region so photos are not necessary and as already spoken about in this meeting team managers need be wearing club polos
- No one needed to incur any cost for the photo – take with phone (can take photo of passport photo)
- Cards will be printed this season with no photo's but this will be revisited if requirements change
- Makos Events/Out of Region Meets – Katrina and Sue to ask if a. Mako's events will require cards and if our cards have no photo's would they be recognised in Otago/Canterbury/Nelson
- Sue has also thought perhaps we need "Meet Volunteer Cards" for timekeepers etc, they will be a different colour (suggestion fluro green) so we can identify one off helpers – will be handed out and in with stop watches
- Sue to inform Board of Mako/South Island Region responses before ordering ID's

9. Portfolio Reports:

Governance and Policies

- Southland Records – accepted & ratified after changing of logo and adding of "not" to point 6 of criteria
- Team Managers Code of Conduct – ratified as circulated
- Sue to inform Clubs and upload on to website

Meeting closed– 8.45pm