

Swimming Southland  
Minutes of the Management Board Meeting held on October 13<sup>th</sup> 2021  
Eagles Eagles and Redpath Library

**Meeting Opened:** 6.40pm

**Present**

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

**In attendance:** Sue Wilson

**1. Apologies**

Fenton Herrick

**2. Reports**

**Development Officer** – received

**Head Coach** – received

- Seems to have been limited interaction from HC with Squad/Pathway Swimmers

**Executive Officer** – taken as read

- Local Meets – Board are accepting of Sue taking the lead in the adjusting of meets to ensure we adhere to all covid restrictions.

**3. Minutes**

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

*Moved Waric                      Seconded Michelle                      Carried*

**4. Matters Arising from the minutes**

- Westpac – Waric has left message with Julie – will follow up
- Wayne Evans Meet – Family not in a position to sponsor – Sue to approach SBS
- Waiau – Katrina has spoken to Kaylene Bennett

**5. Correspondence Inwards**

- Swimming NZ – AGM, Covid information
- Johnston Waters – Meet

**6. Correspondence Outwards**

- Southland Clubs – Club monthly update Sthld SC Champs info & general information
- AGM new date (Clubs, Board, Staff, Life Memebrs)
- Hokonui Club – rescheduling dates for meet
- Johnston Waters – Meet
- L. Johnston

**7. Financial Report**

Taken as read

*Motion - That the financial report is accepted*

*Moved Waric                                      Seconded Michelle                                      Carried*

*Motion That an application is submitted to the ILT Foundation for assistance with wages (Development Officer, Executive Officer & Local Meets Coordinator) and Head Coach Contract services*

*Moved Waric                                      Seconded Michelle                                      Carried*

*Motion That an application is submitted to the ILT Foundation for assistance with wages (Development Officer, Executive Officer & Local Meets Coordinator) Head Coach Contract services & the Talent Athlete Fund*

*Moved Yvonne                                      Seconded Lynne                                      Carried*

## 8. Health & Safety

- No incidents to report
- Sue has worked on scenarios to hold meets while there are covid restrictions in place
- Sue will meet with our venues in the lead up to meets to establish their facility capacities and criteria

## 9. Portfolio Reports:

- Reports will be removed from future agenda's and instead Sue will email the Board and call for items to be considered for the Agenda the Monday prior to each meeting
- Make-up and appointments to added to Novembers agenda

### Club Support & Development

- Waiau – Waric received a phone call from Nicola Mitchell of the Waiau Club as she had emailed Jeremy 2 weeks ago requesting assistance in regards to lesson plans – no reply, So Waric suggested they contacted Katrina

### Governance and Policies

The following policies were ratified

- Team Managers Guide/Job Description
- ILT Talented Athlete Fund Policy
- ILT Talented Athlete Fund – Application Form
- ILT Talented Athlete Fund – Fund Request Form
- Swimmer to Manager & Coach Ratio Policy Time Trial Policy

## 10. General

### AGM

- This Sunday – Ascot Aparima Room (discounted price for room \$150)
- Audit – very disappointing that this has actually only been started last week given how long they have had the information

### Local Meets Coordinator Role

- Board in approval of job description and position will be advertised on facebook and emailed to Clubs before the end of the month

### Strategic Plan

- Roger and Sue to meet before next meeting

**Meeting closed – 7.50pm**