



Minutes of Swimming Otago Board

Held at the Moana Pool, Poolside Meeting room on 15 February 2017 at 7.00pm

PRESENT

Matthew Heaton, Peter Christophers, Patricia McNaughton, Kerren Keach

APOLOGIES

Kurt Crosland, Lauren Semple, Richard Hutchens

WELCOME

Matthew welcomed everyone to the meeting

MINUTES PREVIOUS MEETING

The minutes of previous meeting on the 16 November 2016 as circulated were confirmed as correct

Carried By: Peter and Matt

CORRESPONDENCE

The correspondence up to 13 February 2017 was tabled.

Carried by: Matt and Tricia

FINANCIAL REPORT

Reports up to 31 January 2017 were tabled.

Working Account, current balance \$31813.77

Swimmer Representative Fund, \$27163.00 with a maturity date of 28 April 2017

Term Deposit, \$20000.00, maturity date of 24 June 2017

Accounts Receivable, outstanding debt \$979.00

Accounts Payable, no outstanding debt

Matters Arising

Follow up outstanding debts

Carried by: Tricia and Matt

ACTION POINTS FROM PREVIOUS MEETING

Action	Person Responsible
Otago Records move to single age groups	Ongoing
Club Survey – summarise data ready for distribution	Completed
Presentation of Otago Trophies	To be Presented at Otago Anniversary LC Meet by Matt (session 2, Sunday morning)
H & S Management plan – Swimming Waikato and OSHBox	An as employer we have to been seen to fulfilling our obligations, Kerren to completed documentation via online forms and approach N. Trotter to assist final documents.
Para - Hamish McLean	Halberg Foundation are considering funding programs
2016/2017 Budget	To be completed with the change to Xero (April 2017)
Role of Board and Committees	Aspiration
Semi-Automatic Timing System	Neptune Swim Club looking at purchasing complete system, look at a hire system for our out of town meets
MailChimp – newsletter/promotion free online program	Being well received
Technical Officials monthly report	In progress
DSCB update – Shanghai and Bone Report	Bone report, nothing has been done. Matt to write letter outlining lack of results and numbers from Otago Championships. Invitation has been given to Lindsay Dey outlining our wish to host swimmers from Shanghai during June 2017, subcommittee required to manage this?
Technical Official Funding	No funding for officials. Policy and progression needs to be put in place to spread to load between ALL clubs, as per letter from Neptune Swim Club

ADMINISTRATION REPORTS

The administration report was tabled.

Semi-Automatic Timing System, Neptune Swim Club is looking at purchasing a complete system. Swimming Otago could hire when required for meets outside of Moana Pool.

Letter to be drafted to Neptune Swim Club

FUNDING APPLICATIONS

Provider	Purpose	Amount	Status
Mainland Foundation	2017 Team Accommodation	\$25040.86	Declined

TEAM TRAVEL

Meet	Numbers	Budget	Actual Cost	TM Costs	Grant Completed
NZ Junior Festival	1		\$305		NO
NZ Divisional II	8		\$12256	\$1330.45 + \$20.00	NO
NZ Age Group	13			\$40	NO
NZ Opens	4	\$7313		\$1272+\$20	NO
SI Championships					NO
NZ Short Course					NO

MEMBERSHIP DATA

Membership Type	May-15	Mar-16	Jun-16	Aug-16	Sep-16	Oct-16	Nov-16	Dec-16	Jan-17	Feb-17
Administrator	82	78	82	74	72	71	0	0	0	72
Club Swimmer	847	727	766	761	774	795	0	0	0	791
Professional Coach	9	6	7	6	6	6	0	0	0	7
Volunteer Coach	0	1	1	1	1	1	0	0	0	11
Competitive	300	285	284	270	273	277	0	0	0	316
Life Member	0	1	0	1	1	1	0	0	0	1
Learn to Swim	240	217	245	214	213	213	0	0	0	153
Recreational Swimmer	40	0	0	0	0	0	0	0	0	1
Friend of Swimming	0	2	2	3	5	5	0	0	0	5
Non-Voting Technical Official	25	12	13	16	16	16	0	0	0	15
Volunteer	22	39	42	41	42	40	0	0	0	50
Voting Technical Official	29	40	44	36	36	36	0	0	0	39
	1594	1408	1486	1423	1439	1461	0	0	0	1461

OPERATIONAL COMMITTEES

Events, financial statement for Otago 12 & under championships

Technical, look at ways to spread the load between clubs in all roles across a meet

Otago Records

Abi Gibson	Kiwi	Female 9_&_Under 100m Butterfly	1:32.81	SC	11 September 2016
Alice Petrie	Oamaru	Female 12-13 200m Butterfly	2:30.33	SC	2 October 2016
Liam Rees	Alexandra	Male 9_&_Under 50m Backstroke	40.54	SC	8 October 2016
Clara Peniamina	Kiwi	Female 9_&_Under 100m Breaststroke	1:41.80	SC	20 November 2016
Clara Peniamina	Kiwi	Female 9_&_Under 100m IM	1:32.01	SC	20 November 2016
Erika Fairweather	Neptune	Female 12-13 200m IM	2:29.63	LC	10 December 2016
Alice Petrie	Oamaru	Female 12-13 100m Backstroke	1:10.42	LC	15 December 2016
Tame Govaerts-Paul	Zenith	Male Open 50m Breaststroke	28.97	SC	23 September 2016
Tame Govaerts-Paul	Zenith	Male Open 50m Breaststroke	28.83	SC	2 October 2016
Tame Govaerts-Paul	Zenith	Male Open 50m Breaststroke	28.85	SC	2 October 2016
Andrew Trembath	Neptune	Male Open 50m Butterfly	24.47	SC	2 October 2016

GENERAL BUSINESS

Swimming Otago banner, either pull up or a flag. Gather some quotes

Coaches and Managers National meet Accreditation, has been reduced for 2017 to \$20.00 per pass. Team Managers are able to share the one pass. SNZ will discuss further with stakeholders.

Annual General Meeting, fast approaching looking at a June date. Need to explain meet expenses vs income within the report.

Otago Championships, noticeable missing clubs were Queenstown and Oamaru. Letter to be drafted acknowledging our disappointment of their lack of support for the regional championships.

KPI's, we are doing well with most categories

1. Build the Base – swimmer numbers remain similar overall but there is movement between categories
2. Promote Competitive Success – offer opportunities to those clubs where their members don't compete. Technical Officials are looking good to meet their target.
3. Ensure Sound Governance – progress continues
4. Improve Financial Performance – on track for a profit at 31 March 2017.

ACTION POINTS

Action	Person Responsible
Otago Records move to single age groups	Matt
H & S Management plan	Kerren
Para - Hamish McLean	Halberg Foundation are considering funding programs
Role of Board and Committees	Aspiration
Semi-Automatic Timing System	Kerren - approach clubs for a \$1000.00 contribution prior to applying for funding for the balance
Technical Officials monthly report	Kerren
Technical Official Policy and Progression	Tricia and Kerren
Letter to Queenstown and Oamaru, supporting regional meets	Kerren
Offer opportunities to those clubs where their members don't compete ie: Dunedin Swimming Club	Matt

FUTURE MEETING

Next meeting to be held, 12 April 2017 @ 7.00pm, poolside meeting room, Moana Pool

Meeting Closed at 9.00pm on Wednesday 15 February 2017