



Minutes of Swimming Otago Board

Held at the Moana Pool Poolside Meeting room and via Skype on 16 November 2017 at 7.00pm

PRESENT

Matthew Heaton, Peter Christophers, Mark Familton, Mike Smith, Richard Hutchens, Kurt Crosland

IN ATTENDANCE

Kerren Keach

APOLOGIES

WELCOME

Matt welcomed everyone to the meeting

MINUTES PREVIOUS MEETING

The minutes of previous meeting on the 13 September 2017 as circulated were confirmed as correct

Carried By: Richard / Matt

CORRESPONDENCE

The correspondence, up to 11 November 2017, was tabled.

Matters Arising

Additional correspondence received today via post – Trish Scott, content noted

Neptune letter received - Disputes and Disciplinary policy be implanted across the entire region. Create a regional tribunal to include Swimming Otago Board, member club representative and a Dunedin Swim Coaching Board representative.

Carried by: Matt / Mike

FINANCIAL REPORT

Financial reports, up to 12 November, were tabled.

Working Account, current balance \$49006.78

Swimmer Representative Fund, \$30241.50, 270 days @ 3.6%, maturity date 25/06/18

Term Deposit, \$20525.21, 240 days @ 3.6%, maturity date 19/02/18

Accounts Receivable, outstanding debt \$1639.00

Accounts Payable, outstanding payments \$18409.00 (most of which isn't due until early 2018)

Matters Arising

Carried by: Matt / Mark

ACTION POINTS FROM PREVIOUS MEETING

Action	Person Responsible
Otago Records move to single age groups	ongoing
Offer opportunities to those clubs where their members don't compete ie: Dunedin Swimming Club	ongoing
Signage – pull up banners and fabric banner for travel	ongoing
Team Manager Guidelines	ongoing
Role of Board and Committees – Survey Monkey	ongoing

Our vision, mission statement, strategic plan, key performance indicators documents	ongoing
Oamaru Swim Club response letter	Completed
Financial – write off and reinvestment of funds	Completed
Performance Pathway – draft to be distributed to clubs and coaches for feedback	Draft submitted
Trophy Cabinet – Mark Fairweather offered to build for the cost of materials. How many trophies are not in circulation?	ongoing

ADMINISTRATION REPORTS

Administration reports, as at 12 November 2017, was tabled.

Otago swimmer representative fund

No Swimming Otago meets were held during this period

Funding applications

Provider	Purpose	Application Amount	Granted	Status
The Lion Foundation	Pool hire for regional championships	\$9,417.25	\$8000.00	Approved
NZCT	Support Officers salary	\$20,000.00		Pending

Team travel

Meet	Numbers	Budget	Team Manager Approx. Costs
NZ Division II	20	\$13900.00	\$695ea <i>no flights included</i>
NZ Age Group Championships	24	\$20000.00	\$835ea <i>no flights included</i>
NZ Open Championships	Auckland - 2 July 2018		

Membership data

Note: from May data doesn't include pending, incomplete or non-financial members

	May-15	Mar-16	Jun-16	Aug-16	Sep-16	Oct-16	Feb-17	Mar-17	May-17	Jun-17	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17
Membership Type															
Administrator	82	78	82	74	72	71	72	68	67	68	63	64	64	64	65
Club Swimmer	847	727	766	761	774	795	791	759	692	742	111	163	187	190	234
Professional Coach	9	6	9	8	8	8	9	9	9	10	6	4	4	4	5
Volunteer Coach	0	1	1	1	1	1	11	0	0	0	0	0	0	0	0
Competitive	300	285	284	270	273	277	316	310	305	291	171	192	202	204	212
Life Member	0	1	0	1	1	1	1	1	1	1	1	1	1	1	1
Learn to Swim	240	217	245	214	213	213	153	143	253	261	304	348	348	348	347
Recreational Swimmer	40	0	0	0	0	0	1	0	0	0	8	8	8	8	8
Friend of Swimming	0	2	2	3	5	5	5	6	11	6	7	6	6	6	5
Non-Voting Technical Official	25	12	13	16	16	16	15	15	16	16	21	20	20	20	22
Volunteer	22	39	42	41	42	40	50	58	50	59	67	69	69	69	69
Voting Technical Official	29	40	45	37	37	37	40	40	40	40	23	26	26	26	30
	1594	1408	1489	1426	1442	1464	1464	1409	1444	1494	782	901	935	940	998

OPERATIONAL COMMITTEES

Technical

updated Otago records, long and short course, as at 3 November 2017. See full report attached

GENERAL BUSINESS

Wayne Goldsmith Camp

Skype call was held with Wayne during the meeting, discussed; program outline, outcomes wanted etc

1. Friday 17th Nov – Wayne to complete a draft program for your consideration based on the discussion
2. Monday 20th Nov – draft feedback required
3. Tuesday 21st Nov - Wayne to make final changes to the program and call to work through the logistics of the final program

Budget

SO will fund Wayne's fees, Dunedin Swim Coaching Board will fund lane hire

Attendee costs – competitive member \$120.00, club member \$125.00. Coaches wishing to attend must be SNZ registered, SO will fund one per club to attend each coach after that will incur a cost of \$120.00

Evening Activities

To be decided once numbers are finalised. Suggestions; Otago's Got Talent, BBQ dinner, ten pin bowling, excursion and dinner

Publicise Event

Website, face book, email, with online registration, links to Wayne's website, video

Service Awards

Awards given without meeting the criteria, had been asked to be revoked. No previously awarded award is to be revoked

Previous criteria has been located and passed onto Mary McFarlane and Daphne Loader

Matt meeting with Mary and Daphne to discuss and set the criteria moving forward

ACTION POINTS

Action	Person Responsible
Otago Records move to single age groups	Matt, Alan, Kerren
Offer opportunities to those clubs where their members don't compete ie: Dunedin Swimming Club	Board
Signage – pull up banners and fabric banner for travel	Kerren and Kurt
Team Manager Guidelines	Matt
Role of Board and Committees – Survey Monkey	Mike and Mark Board
Our vision, mission statement, strategic plan, key performance indicators documents	Board
Performance Pathway – awaiting feedback from clubs and coaches	Sharlene, Peter and Kurt
Trophy Cabinet	Matt
Disputes and Disciplinary policy and creation of a Regional Tribunal	Board
Service Awards etc	Matt

FUTURE MEETING

Next meeting to be advised

Meeting Closed at 9.17pm on Thursday 16 November 2017