



Minutes of Swimming Otago Board

Held at the Moana Pool, Poolside Meeting room on 31 May 2017 at 7.30pm

PRESENT

Matthew Heaton, Peter Christophers, Patricia McNaughton, Kurt Crosland, Kerren Keach

APOLOGIES

Richard Hutchens, Lauren Semple

WELCOME

Matt welcomed everyone to the meeting

MINUTES PREVIOUS MEETING

The minutes of previous meeting on the 12 April 2017 as circulated were confirmed as correct

Carried By: Peter and Kurt

CORRESPONDENCE

The correspondence up to 29 May 2017 was tabled

Carried by: Matt and Peter

FINANCIAL REPORT

Reports up to 30 May were tabled.

Working Account, current balance \$34665.01

Swimmer Representative Fund, \$28831.00

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

Accounts Receivable, outstanding debt \$1205.00

Accounts Payable, outstanding payments \$1140.00

Matters Arising

Target Accounting has completed their 2016/17 audit seeing a profit of \$7826.00, gained largely through grants and funding received throughout the year (\$27000.00)

Carried by: Matt and Tricia

ACTION POINTS FROM PREVIOUS MEETING

Action	Person Responsible
Otago Records move to single age groups	Matt
H & S Management plan	Kerren
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
Signage – pull up banners and fabric banner for travel	Kerren
Team Otago shirt	Kurt
Officials Badges	Held over to next meeting
Annual General Meeting – information to clubs	Kerren
Team Manager Guidelines	Matt
Pool Photocopier	Kerren
Role of Board and Committees	Aspiration

ADMINISTRATION REPORTS

The administration report was tabled.

OTAGO SWIMMER REPRESENTATIVE FUND

Fund policy states, 50 cents per entry for each Swimming Otago run meet be deposited into fund. The bank account only allows deposits twice yearly, next deposit to consist of ;

	Total Entries		Swimmers Fund
Winter Series #1	580	0.5	290.00
Otago Secondary School Championships	516	0.5	258.00
Total			\$ 548.00

Available Funds for Distribution – 1 June 2017		\$421.96
Swimmer	International Meet	Application Received
Caitlin Deans – Neptune	SNZ camp and 2 competitions, USA	✓
Andrew Tremabth - Neptune	SNZ camp and 2 competitions, USA	
Stefannie Gillespie - Zenith	Australian Open Water Championships	

FUNDING APPLICATIONS

Provider	Purpose	Amount	Status
Otago Community Trust	2017/18 Programs	\$10000.00	Pending

TEAM TRAVEL

Meet	Numbers	Budget	TM Approx. Costs
SI Championships	20	16379.00	\$530ea
NZ Short Course	20	\$29014.00	\$1450ea
NZ Division II	Rotorua - 18 March 2018		
NZ Age Group Championships	Auckland - 17 April 2018		
NZ Open Championships	Auckland - 2 July 2018		

MEMBERSHIP DATA

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

Membership Type	May-15	Mar-16	Jun-16	Aug-16	Sep-16	Oct-16	Nov-16	Dec-16	Jan-17	Feb-17	Mar-17	May-17
Administrator	82	78	82	74	72	71	0	0	0	72	68	67
Club Swimmer	847	727	766	761	774	795	0	0	0	791	759	692
Professional Coach	9	6	9	8	8	8	0	0	0	9	9	9
Volunteer Coach	0	1	1	1	1	1	0	0	0	11	0	0
Competitive	300	285	284	270	273	277	0	0	0	316	310	305
Life Member	0	1	0	1	1	1	0	0	0	1	1	1
Learn to Swim	240	217	245	214	213	213	0	0	0	153	143	253
Recreational Swimmer	40	0	0	0	0	0	0	0	0	1	0	0
Friend of Swimming	0	2	2	3	5	5	0	0	0	5	6	11
Non-Voting Technical Official	25	12	13	16	16	16	0	0	0	15	15	16
Volunteer	22	39	42	41	42	40	0	0	0	50	58	50
Voting Technical Official	29	40	45	37	37	37	0	0	0	40	40	40
	1594	1408	1489	1426	1442	1464	0	0	0	1464	1409	1444

OPERATIONAL COMMITTEES

Events

Financial statements for Otago Winter Series #1

Technical

No report received

GENERAL BUSINESS

Annual General Meeting

- Received 4 nominees, Mark Familton, Sharlene Gillespie, Mike Smith, Gina Wills plus Matt is re-standing, as there is only 3 positions available request a short bio by Saturday 3 June, from each, to enable clubs to make an informed decision
- Tricia to provide spreadsheet on how to complete the voting as per constitution

2017/18 Fee Structure

There will be no regional fee increase for the 2017/18 season

Swimming Otago team, an item to combine the team ie: cap, shirt, hoodie

- Catalogue, some designs options and pricing were tabled
- Peter to make enquiries as to what year was Swimming Otago established to incorporate into a logo
- Shirts would be expected to be worn when travelling and whilst out in public during the meet ie: team visit to the zoo etc
- Cost of shirts could be absorbed into the travel budget, with shirt size request being added to the current travel documentation completed by the swimmers

ACTION POINTS

Action	Person Responsible
Otago Records move to single age groups	Held over to next meeting
H & S Management plan	Held over to next meeting
Technical Officials monthly report	Held over to next meeting
Technical Official Policy and Progression	Held over to next meeting
Letter to Queenstown and Oamaru, supporting regional meets	Held over to next meeting
Offer opportunities to those clubs where their members don't compete ie: Dunedin Swimming Club	Held over to next meeting
Signage – pull up banners and fabric banner for travel	Held over to next meeting
Team Otago shirt – follow up	Kurt
Officials Badges	Held over to next meeting
Team Manager Guidelines	Held over to next meeting
Role of Board and Committees	Held over to next meeting

FUTURE MEETING

Next meeting to be advised

Meeting Closed at 9.20pm on Wednesday 31 May 2017