



SWIMMING OTAGO

Minutes of Management Meeting Held by Skype on 18th July 2007 at 7.15pm

|| PRESENT:

Alan Hale (President), Colin Walker (Secretary) Terry Wall (VP), Lynn Robertson(JVP) Rebecca Smith Jill Scott, Michael Dodds, Peter Ross, Susan Sawtell, , Raylene Stammers, Sharon McKinnel and Mandy Grainger

|| APOLOGIES:

|| WELCOME:

- Alan welcomed everyone to the meeting by way of Skype at Dunedin, Balclutha and Alexandra. Mandy Grainger was welcomed as a new member to Management following the Annual General Meeting

|| MINUTES OF PREVIOUS MEETING:

- The minutes of the meeting held on the 7th May 2007 as circulated were confirmed as correct.

Lynn Robertson/Susan Sawtell carried

|| MATTERS ARISING:

- **Badges** – Alan outlined the shape of the new representative badge. A bar can be provided below the badge to identify which representative it relates to. Alan is to obtain more information about the cost of producing the badges and bars. The initial indication was \$150.00 set up fee and up to \$6.00 per badge. The executive to approve the final costing and numbers.

Sharon McKinnel /Raylene Stammers carried

|| CORRESPONDENCE INWARDS:

- **Jeannetta McArthur** apologised for not being able to attend the AGM and provided a \$50.00 donation. A letter of thanks to be sent to Jeannette.
- **Tim Brazier** -A letter expressing concern about a number of issues relating to Coachforce programme. A reply to the letter outlining the current situation that the programme is up for review after December 2007 and that some of the matters raised form part of the Management Plan that finishes in December 2007.
- **SNZ AGM** – To determine who should attend the SNZ AGM on 16th September 2007. It was agreed that Alan Hale and Terry Wall will attend the SNZ Annual General Meeting.
- **Surf Lifesaving Otago-** A request to use the Swimming Otago timing equipment and 3 personnel for the 2007 Southern region Swim

Championships on 18 and 19 August 2007. It was agreed that the cost would be \$100.00 for supplying the services.

Sharon McKinnel/Susan Sawtell carried

- **South Islands Championships** – Andy Adair provided by email additional information in relation to a change to the South Island Championships. The changes have been promoted from a meeting of South Island 22 coaches. Michael outlined the summary of comment from the South Island regions. The majority of regions support the change. It was resolved that Swimming Otago endorse the proposed changes to South Islands and the matter of a Highlanders and Crusaders championship be held over.

Lynn Robertson / Peter Ross carried

- It was resolved that the Correspondence Schedule be received and the actions approved and the Outwards be endorsed.

Peter Ross /Jill Scott carried

|| FINANCIAL REPORT:

- The financial report was considered along with the transactions to the end of July 2007. Alan Hale outlined additional expenses he had incurred to be approved for payment. It was also agreed that next seasons registration of Meet Manager be purchased now so it is available for Otago Winters. It was resolved that the financial report be received.

Michael Dodds/Rebecca Scott carried

- A request has been received from Nelson Marlborough for \$100.00 to the SI account to cover the costs of the recent conference call. It was agreed that Swimming Otago pay the \$100 once it has received a copy of the previous financial report for this account.

Alan Hale/Lynn Robertson carried

|| PRO RATA OF SECRETARYS HONORARIUM

- At the AGM it was agreed that the Secretary's honorarium be pro rata based on the time involved. Alan Hale and Terry Wall carried out the duties of Secretary during a 3 month period until the permanent Secretary was appointed. Based on an assessment of the likely work undertaken by Alan and Terry it is suggested the following be the pro rata amounts to Alan Hale \$800.00 and Terry Wall \$200.00. It was resolved that the pro rata proposed of \$800.00 for Alan Hale and \$200.00 Terry Wall be approved

Lynn Robertson/Rebecca Scott carried

|| COMMITTEE STRUCTURE 2007-08

- A new proposed committee structure was circulated to members for consideration. The President and Secretary are ex officio to all committees. The committees are

Funding Committee

Rebecca Scott, Lynn Robertson

Functions - Financial reporting, Budget, Funding Applications, Sponsorships

Competition

Michael Dodds, Susan Sawtell

Functions – Calendar, National/Regional/Interclub standards development/delivery, Regional team manager co-ordination, Selectors, Specific meets Winter Champs, Otago Champs, OT vs SL, NZ Juniors, Equipment

Volunteers

Jill Scott, Mandy Grainger

Functions - Tech Officials register, Tech Officials log, Training & examination co-ordination

Promotion

Raylene Stammers, Terry Wall. Jill Scott

Functions - Publicity, Press liaison, Web site, Club support / promotion, Support for other pillars, Handbook

Development

Sharon McKinnel, Peter Ross

Functions – CoachForce, Camps, Regional delivery of National programmes (eg RADS)

Registrar / recorder

Alan Hale

It was resolved that the new committee structure be approved including the President and Secretary being ex officio to all committees.

Colin Walker/Peter Ross carried

|| CONVENOR OF SELECTORS

- It is necessary to appoint a convenor of Selectors for both the Otago Selectors and the Otago Country selectors. The previous method of selection of the Otago convenor was based on the selector last appointed at the AGM. This is not necessary the best method as the person recently appointed may have very little experience to be the convenor in their first year as a selector. The convenor should be the person who has the most experience to undertake the position. The current Otago selectors in order of re-election are Marg McMillan, Colin Walker and Kay Alexander and for Otago Country Colin Walker, Peter Ross and Sharon McKinnel.

It was resolved that Colin Walker be appointed as convenor of the Otago Selectors panel and Peter Ross as Convenor of the Otago Country Selector panel

Lynn Robertson/Mandy Grainger carried

|| WEB SITE:

- It was resolved that the new web site design proceeds and that modifications shall take place as required to improve the site as more information is added

Alan Hale/Michael Dodds carried

II EQUIPMENT:

- There is the need to consider the policy for the fixing or replacement of some important equipment that recently has shown signs of failure or damage which is not worth replacing. The items are Treasurers computer, Laptop computer associated with timing equipment, Stopwatches.

It would appear that these items should be replaced as the cost to repair will out way the benefit of purchasing to a higher specification than what we currently have.

In deciding how these items shall be replaced it is necessary to consider how the replacements will be funded. The options are to fund from money are held by Swimming Otago or to apply for funding through a Pub Charity organisation.

It was resolved that two computers and stopwatches be purchase from current Swimming Otago funds with Alan Hale and Michael Dodds determining the type of computer to be purchased.

Colin Walker/Lynn Robertson carried

II RECORDS:

- There have been 6 records broken since the last meeting

Aleisha Ruske	Neptune	Female 9&under	200m Backstroke	3:42.14	SC	19 th May 2007
Kate Harvey	Waves	Female Senior	50m Butterfly	29.73	SC	19 th May 2007
Ronald Poon	Neptune	Male 9&under	100m Backstroke	1:25.29	SC	2 nd June 2007
Ronald Poon	Neptune	Male 9&under	200m Backstroke	3:09.925	SC	2 nd June 2007
Ronald Poon	Neptune	Male 9&under	50m Breastroke	45.12	SC	2 nd June 2007
Ronald Poon	Neptune	Male 9&under	100m Breastroke	1:35.89	SC	2 nd June 2007
Ronald Poon	Neptune	Male 9&under	200m Breastroke	3:20.97	SC	2 nd June 2007
Ronald Poon	Neptune	Male 9&under	50m Butterfly	37.69	SC	2 nd June 2007
Ronald Poon	Neptune	Male 9&under	100m IM	1:21.86	SC	2 nd June 2007
Ronald Poon	Neptune	Male 9&under	200m IM	2:56.60	SC	2 nd June 2007
Aleisha Ruske	Neptune	Female 9&under	200m Backstroke	3:33.57	SC	2 nd June 2007
Emma Dick	Alexandra	Female 9&under	200m Breastroke	3:47.68	SC	2 nd June 2007
Phoebe Williams	Waves	Female 14-15	800m Freestyle	9:04.85	SC	2 nd June 2007

It was resolved the records be ratified.

Jill Scott/Peter Ross carried

II FUNDING OF SWIMMERS:

- Andy Adair has submitted the following to support Swimming Otago for funding.

Two of our Otago Swimmers are going to this meet – Rhys Applegarth and Jess Drake – would you mind putting a proposal to the Management Committee that they support these swimmers financially.

At the same time I would like you to consider supporting Shane Patience, Phoebe Williams and Bryn Murphy who have all been selected to represent New Zealand.

Shane and Phoebe have been selected for the Trans Tasman Team that will travel to Australia in early July (as has Annabelle Simpson) and their User Pays contribution is \$1500.00 each. Bryn has been selected for the World University Games Team that will travel to Bangkok in August. His User Pays contribution is \$3,500.00.

Clearly raising this kind of money is very difficult for the swimmers and any assistance would be much appreciated.

Additional information on funding the swimmers have received from other sources has also been provided.

It was resolved that \$150.00 be paid for the Team Managers costs for the two swimmers going to the Victoria Championships and \$300.00 to Rhys Applegarth, Annabelle Simpson, Phoebe Williams and Bryn Murphy. A policy is to be formulated on how to fund NZ representative swimmers.

Lynn Robertson/Michael Dodds carried

|| CALENDER:

- Some changes to the calendar have occurred due to pool bookings and once the National Meets are sorted it will be finalised.

|| SNZ REMITS

- Remits to be considered at the SNZ AGM close on the 1st August 2007. It is proposed to submit a remit regarding when affiliation fees are to be paid. It was agreed that Swimming Otago submit a remit to tidy up when affiliation fees are to be paid.

|| DELEGATES MEETINGS:

- Consideration needs to be given to when the Delegates meetings should be. Susan has suggested possible dates of 8 Sept (during Otago Winters), 1 Dec in Alexandra (after Alex Challenge Cup), 19 Jan (during Otago Champs) plus another in March.
- It was resolved that delegates meetings be 8 September, 30 November 7.30pm in Alexandra, 19 January 2008, and the fourth to be advised.

|| SNZ COMPETITION REVIEW:

- It was resolved that the submission on the SNZ Competition review be confirmed.

Colin Walker/Alan Hale carried

|| COACHFORCE:

- Discussions have been ongoing with Sport Otago in relation to the remaining part of the CoachForce programme which is to finish on the 31st December 2007. Members have received the agreement which was signed on 11th July 2007. Sport Otago have finalised the Management plan following the comments received from members are analysed by the President. It is necessary to confirm signing of the agreement and adoption of the Management Plan. It was resolved that the signing of the agreement with Sport Otago for CoachForce be confirmed.

Sharon McKinnel/Lynn Robertson carried

|| TECHNICAL:

- Congratulations to the following members who have successfully completed the requirements in order to become qualified technical officials.

Vicki Bown	Queenstown	Recorder
Katherine Smith	Alexandra	Timekeeper
Juliet Wallace	Neptune	Timekeeper
Graeme Pool	Neptune	Timekeeper
Katrina Norton-Poole	Neptune	Timekeeper
Margie Murray	Neptune	Timekeeper
Colin Armstrong	Neptune	Timekeeper

|| AGENDA:

- It was agreed to accept the new agenda format for future meetings. Committees to provide reports for the agenda.

|| SNZ TRUST:

- It was agreed that the SNZ Trust fee of \$30.00 be paid and consideration was given if there was anyone who could be nominated to the Trust.

|| SNZ NOMINATIONS:

- It was resolved to nominate Michael Dodds to the SNZ Board if this is required for this years AGM.

Lynn Robertson/Susan Sawtell carried

Meeting Closed at 10.10pm

Minutes Endorsed

Signed: _____

Date: _____